

Minutes of Meeting

Title: PTFA Meeting	Location: Lavender Building
Date: 19 th September 2017 Attendees: Martin Roughley Kaye Guest Ceryl Slasberg Sara Bonnick Wendy Ager Vikki Pope Shelley Rowe Victoria Rankine Rachel O'Leary Esther Hoare Helen Croker Jo Pearce Sarah Little	Time: 7pm

Item	Actions
1. Treasurer's Report	
Current Account £23k Savings Account £4.5k	
2. Introduction and welcome by Kaye Guest	
Welcome and Introduction by Kaye Guest	
3. Pantomime	
Half of tickets left – 200 bought originally – Pantomime at Redhill as Croydon Fairfield Halls currently closed – available on Scopay.	Shelley Rowe
4. Pantomime at Waddon	
Separate booking to be made by parents of Year 1 for Johnny Awsum pantomime at Waddon Leisure Centre.	Helen Croker
5. Christmas Cards	
Each Class Rep to be responsible for each class. Reception needs Class Rep from each class.	
6. Disco	
3 discos to be held again. Limited space – parents to be discouraged from staying due to limited space. Ceryl Slasberg to organise. Lavender building to be open as usual for tea and coffee for parents.	
7. Fireworks	Caroline Roxburgh
Helpers required for all stalls. Marshalls also required. Fireworks to start at 6.30pm with doors open from 5.15pm. Time slots for helpers to be set up to ease finding helpers for Fireworks Night. Marshalls briefed by Russ Bridger.	
8. Christmas Fair	Coral Dalton
Christmas Fair to be held on the 3 rd December Possibly assigning stalls to each year group discussed.	

BBQ to be held on new Year 2 playground linking both buildings together.	
Coral Dalton organising	
9. Christmas Bazaar and Easter Fayre	Martin Roughley
School keen to run a Bazaar this year.	
Thursday 14 th December – provisional date	
10. PTFA Roles	
Treasurer – needed as soon as possible Split with Rachel MacCallum.	
Vice Chair of PTFA – stepping down in January – replacement required.	
Secretary of PTFA – stepping down in January – replacement required	
Kaye Guest to email Martin Roughley about requirements of roles.	Kaye Guest
11. Playgrounds Plans to have paintings on the ground of all playgrounds being investigated. Starting with Reception and Year One - £3,000 to be given to start with - possibility of spending more after on other Years.	
12. Any Other Business	
Schools focus this year to be improving PE amongst children.	
Weather station – Martin Roughley to chase Mark Rosewell about status and progressing.	
Tea Towels – to be organised for March/April 2018	Helen Croker/ Melissa Brown
Quiz Night – March-May 2018	
Comedy Night – another one to be organised after Christmas - Helen Croker to advice.	Helen Croker
13. Funding Discussed and Agreed	
Agreed to give After School Club £250 to spend on resources.	
NEXT MEETING 8th NOVEMBER 7pm – Lavender Building	