

Minutes of Meeting

Title: PTFA Meeting	Location: Staff Room
Date: Wednesday 9 July 2019 Attendees: Robert Bergs, Shelly Rowe, Sue Griffiths, Denise Rowden, Sara Bonnick, Claire Matthias, Vikki Pope, Sue Seegobin, Julia Orr, Rosheen de Sousa, Wendy Ager, Marilyn Fawbert, Clare Rackham, Sally Calder, Jo Pearce, Catherine Tulley	Time: 7pm

Item
<p>1. Welcome/ Members Introduction Clare Rackham welcomed everyone to the meeting.</p>
<p>2. Minutes of the Last Meeting/ Matters Arising from Action Points Minutes from 19 June 2019 were agreed as accurate. See back page for Action Points.</p> <p>Digiverse was confirmed as all paid for now.</p>
<p>3. Treasurers Report Current Account: £22,566.23 Savings Account: £4,487.93 Total: £27,053.96</p>
<p>4. Disco Update (Disco Committee) Confirmed date of Friday 11 October 2019. DJ booked and deposit paid. Committee agreed as Shelly Rowe, Vikki Pope, Jo Pearce and Sue Griffiths.</p>
<p>5. Jonny Awesome Night Update (Claire M, Anna S and Victoria R) Committee haven't yet touched based with Jonny to set date and plan event as everyone has been involved with the Summer Fair. Update at next meeting.</p>
<p>6. £50 Library Funding for Mrs Edwards (Shelly Rowe) Mrs Edwards has been given £50 cash to spend throughout the year at boot sales for purchasing books. She passed her thanks to everyone on the PTFA.</p>
<p>7. Your School Lottery Update (Denise Rowden) Your school Lottery has been running for 6 months at CVPS. It has raised £1,126.00 so far for the school which is fantastic. Denise agreed to send out an update and information letter to all parents.</p>
<p>8. Tile Plaque – Request for funding (Clare Rackham) The cost for the plaque for the tiled outdoor area will be £87.00. This was agreed by all present and can go ahead and be ordered.</p>
<p>9. Walkers Crisp Packets Scheme (Denis Rowden) Walkers are currently running a scheme where all empty crisp packets can be collected in school and returned to Walkers to be redeemed for money. This has been referred to be discussed by SLT (Senior Leadership Team) as there are concerns regarding healthy eating and logistics of storing.</p>
<p>10. Outdoor Reading Area (Clare Rackham) The full colour design was shown at the meeting. This area will be a quiet garden dedicated to a CVPS pupil who very sadly died this year. It will include a reading nook, outdoor storage area for books, bean bags etc. It is anticipated that all classes will be able to use this area during lesson time. The initial quote for the quote as one job has</p>

come in very high, so in a bid to save money, Clare is getting separate quotes for each section of work which should hugely reduce the cost. Quotes should be available in September with the vision that work to build and install the garden would be done during October Half Term.

11. Dates for Contact Books

Macmillan Coffee Morning Friday 27 September
 Bingo Night Saturday 5 October
 Fireworks Saturday 9 November
 Mufti Donation Days: 18 October/ 8 November/ 29 November
 Bag to School Collection Days: 11 & 12 November

12. Summer Fair Feedback (Committee)

Overall feedback was that the fair was excellent and very well organised. We had over 1000 people through the gate within the first hour. Suggestion that we have the fair earlier in June as July is such a busy month at school. New Toy Tombola was extremely busy and required more help on the day. Card machine would be good to have on refreshments and drinks stall. Suggested that the stall time slot changeovers are announced over the PA system. Summer Fair Committee to meet to debrief in full. Full information on the total raised will be available next term.

18. Meeting Closed at 7.45pm

PTFA then met in the outside learning area for drinks and presentation was made to Kaye Guest, Sara Bonnick and Aysha D who leave the school this year, in recognition of all their hard work for the PTFA over the years.

19. Date of Next Meeting: Monday 16 September 2019

ACTION POINTS

NO.	DATE	AGENDA NUMBER	ACTION TO BE TAKEN	WHO
003	19.06.19	4	Book Circus for 2021	Shelly
006	19.06.19	11	Further investigation into Pizza Oven	Rachel
007	19.06.19 09.07.19	12 5	Set date and organise childrens show with Jonny Awesome	Claire M, Victoria R and Anna S
008	19.06.19	13	PTFA section of school website to be updated	Victoria
010	19.06.19	16	Sum Up Machine to be looked into fully and ordered.	Shelly/ Robert
011	19.06.19	17	Further investigation into Bingo Night	Claire M
012	09.07.19	7	Update/ info letter to be sent out to all parents for Your School Lottery	Denise R
013	09.07.19	9	Walkers Crisp Packet Scheme referred to SLT	Clare R
014	09.07.19	10	Quotes for Outdoor Reading Area	Clare R