

Minutes of Meeting

Title: PTFA Meeting	Location: KS2 Hall
Date: Wednesday 9 March 2022	Time: 7pm
Attendees: Shelly Rowe, Clare Rackham, Vikki Pope, Julia Orr, Jadene Patel, Sarah Taylor,, Judi Whittle, Asti Rawbone, Lee Taute, Jo Dobson, Jess Appleby, Cara O'Brien, Agni Smakovaite, Victoria Richardson, Denise Rowden, Louise Abbott, Rob Watson	

Item
<p>1. Welcome/ Members Introduction Clare Rackham welcomed everyone to the meeting and explained that due to Covid, this was the first PTFA meeting in person in over 2 years. It was fantastic to see so many new members, Clare took a little time to explain the purpose of the PTFA. All members then introduced themselves.</p>
<p>2. Minutes of the Last Meeting/ Matters Arising from Action Points Minutes/ Update from October 2021 were agreed as accurate. See back page for new Action Points.</p>
<p>3. Treasurers Report (Rob Watson) Current Account: £15,891.66 Savings Account: £4,496.28 Total: £20,387.94</p> <p>Rob was welcomed as our new Treasurer and updated that he is waiting for the accounts to be sent over to him from the previous Treasurer, once he has these he will finalise the accounts.</p>
<p>4. Winter Bazaar Feedback (Vikki Pope) November 2021 saw us run the CVPS Winter Bazaar and the PTFA Christmas Fair as one combined event. Historically these have always been 2 separate events with the Bazaar being on a week day evening and the Fair being on a Sunday afternoon. The PTFA had no idea of how many people would attend the evening and so ran stalls with caution. The evening was more popular than anticipated and was therefore very busy. It was agreed to run this as a combined event again this year, but to make the evening longer so that working families could attend later on and with more stalls and spread these round the school to allow more space. More vegan cakes were required next time and less vegetarian sausages. The parents enjoyed the Choir performance. The evening raised £3,299.31 which is fantastic. A huge thank you to all those who helped run the evening.</p>
<p>5. Summer Fair Update (Vikki Pope) The Summer Fair has been booked for Saturday 18 June 2022 from 1-4pm. This is an outdoor event, spread out on the main field. The Fair usually starts with performances from KS1 children and Year 6 children. There are various stalls, refreshments, Pimms tent, beer tent, BBQ and games available, along with some form of attraction (usually an animal petting zoo which is free). Clare Rackham requested that we avoid hiring any form of inflatable due to Health and Safety risks. Vikki requested volunteers to form a committee to start organising the event.</p>
<p>6. Pantomime Feedback/ Update The Pantomime in December 2021 was enjoyed by those who went and raised £1,092.00 for the PTFA. This year Vikki has booked Cinderella at The Harlequin, Redhill on Saturday 10 December at 2pm. Tickets will go on sale in June. Vikki requested a volunteer to take over this event. Lee Taute agreed to run this.</p>
<p>7. Christmas Card Update (Shelly Rowe) The Christmas Cards made £549.61. Clare agreed to liaise with staff this year to try and encourage more varied designs. Some parents commented that you can upload your own design via the ordering portal if you were not happy with what had been produced in school.</p>
<p>8. Swimming Hat Update (Shelly Rowe) Personalised named swimming hats are gifted to the new September Reception children each year from the PTFA. Agreed to continue this for September 2022 intake.</p>

9. Christmas Cracker Update (Shelly Rowe)

Historically the PTFA have always funded the cost of each child having a Christmas Cracker during the school annual Christmas Lunch. In December 2021, we were very fortunate that one of our KS1 Mum's managed to get a donation of around 700 crackers from her company completely free of charge which was amazing!

10. Amazon Smile and Easyfundraising Update (Shelly Rowe)

Both of these companies are shopping portals, where parents can log in and then shop as normal with a donation being made to the PTFA which each purchase.

Amazon Smile has 111 parental supporters and has raised a total of £380.94 since we began using it in 2021. The most recent donation was £125.46 and covered the period 1 Oct – 31 Dec 2021.

Easyfundraising has 151 parental supporter and has raised a total of £1390-34 since we began using it. The most recent donation was £69.00 paid on 6 March 2022.

11. Your School Lottery (Denise Rowden)

Denise confirmed that Your School Lottery is still very popular and she will send out a reminder to all parents shortly. Since 2018 the lottery has raised the school £6,440.80 which is fantastic.

12. Leavers Party Update (Julia Orr)

Plans for the Year 6 Leavers Party in July are progressing. The PTFA donate £400 per class each year towards the cost of the party which is also funded by parents of that year.

13. PTFA AGM (Shelly Rowe)

This is organised for Thursday 31 March 2022 at 3.30pm in the KS2 Hall.

14. Circus Update (Sarah Taylor and Judi Whittle)

The PTFA thanked both Sarah and Judi for taking over and running this event. The Circus is booked for Friday 13 May 2022. Ticket sales have gone extremely well with only 95 tickets left. Sarah requested help with the gate and running refreshments etc on the evening, which will be arranged.

15. Fireworks Update (Clare Rackham)

The Fireworks is booked for Sunday 9 November 2022 with the initial deposit paid. A new committee is required which is being organised. The first meeting is due to take place before Easter.

16. Bag2School Update (Eliane Bartram)

The next Bag2School donation days will be Monday 9 May and Tuesday 10 May with Bag2School collecting on Wednesday 11 May. Eliane is happy to continue organising this next year.

17. Disco Update (Clare Rackham)

The school disco is usually run twice a year on a Friday evening after school, once in October and February. Reception and Year 1 children take part straight from school with their disco between 3.30pm-4.45pm, Year 2 & 3 5pm-6pm & Years 4,5 & 6 6.15-7.30pm. It is a much loved event by the children. Clare is considering a date in May. October 2022 will go ahead. Shelly to look at booking DJ and to feedback with quotes.

18. Parental Suggestions for Fundraising Events

A magician night for the children was suggested. Another Quiz Night was requested which is being looked into. The PTFA is happy to support and help parents run any new event that they would like to see happen, but we can only do this with the help and support of volunteers.

19. Date of Next Meeting: Thursday 28 April 2022**ACTION POINTS**

NO.	DATE	AGENDA NUMBER	ACTION TO BE TAKEN	WHO
001	09.03.22	17	Look at date for May/ Oct Disco Get quote from new DJ	Clare R Shelly