

# **St Andrew's C of E Primary School PTFA Minutes**

**Monday 25 March 2019**

## **Attendees**

Chrissy Round, Zoey Forrester, Lyndsey Russel, Rebecca Lathwood, Clare Smith, Caroline Hatton, Amy Hilton, Emma Finnerty, Karen Yates, Sue Jackson, Dan Hall, Jennie Forrester.

## **Apologies**

Damian Marsh, Wendy Paylor, Donna Madden, Victoria Nightengale, Rachel Mangas, Kirsty Lamb, Shell Bre, Donna Wood, Charlie Craig, Sigrid Van den Brand.

## **Matters arising from previous meeting:**

Awaiting update from DMarsh re: discussions with RR on veg patch

**Current funds:** £6500

## **Funds raised this term:**

- Film night - raised £615. There will be no tuck shop at the next film event, but increased ticket price will include a pre-prepared bag of treats.
- Cake Sale - raised £415

## **Forthcoming events:**

- Easter Egg Comp - letters have gone out with deadline of 16 April for entries. Tesco will be providing the prizes
- Hot Cross Bun afternoon - 18 April. Sigrid organising
- Quiz Night - 26 April. DMarsh organising. Catherine catering but PTFA to arrange bar licence
- Key Stage 2 Spring Disco - 23 May. DJ booked. Chrissie to arrange tickets
- Summer Fair - 05 July - 3 planning meetings fixed for 23 April, 20 May and 25 June, 7.30 in the Major pub. It was suggested this year's theme could be 'traditional fun-fair'.
- Smarties challenge – from September 2019. Donated tubes of smarties given to every child, to eat and then fill with 20ps, or £1 coins. Class keeps all money collected which could be up to £300

## **Chair's report:**

Chair gave an overview of the role of the PTFA: To build strong relationships between staff, parents, governors and the wider community, and to support children's education through fund-raising and social activities. It was confirmed that the PTFA Constitution does not state that funds raised must benefit every child and/or class, but all suggestions must be put to a vote.

Businesses in the community have sent thanks for the promotion of their sponsorship of the Christmas Fair and raffle prizes on our posters. Chair sent out details of how the funds raised were spent and this was much appreciated. It was suggested that DMarsh hosts an

event with local businesses to foster relations for future fund raising/sponsorship, featuring musical performances from pupils.

Chair reported that DMarsh has agreed to produce a payment plan to supplement the school calendar allowing parents to know well in advance when fees/costs are due.

#### **Parents feedback:**

Parents are feeling excluded from sharing ideas if they can't attend meetings, so minutes should be placed more prominently on the school website, and sent out to a wider mailing list.

It was agreed that project ideas should be confirmed before targeted fund-raising, rather than be responses to funds already raised.

#### **Teachers feedback:**

PTFA need to be made aware what teachers need in their classrooms and around school. Ideas for fund raising include:

- EYFS – Claire Smith confirmed that a redesign of the reception outdoor area is needed to include a sheltered area, and additions such as a picnic bench, large sandpit, permanent black and white boards, new bikes and planters. Also, the railings need painting.
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Vote was passed to apply for a Morrison's Community Champion Grant to cover this cost. ACTION: CSmith to obtain quote for Chair to discuss with Morrison's rep.

- KS1 – Tablets needed for use in classrooms.

ACTION: DHall to discuss with DMarsh possibility of leasing options

- EYFS/KS1/2 - Books – both reading scheme and free reading books needed.

Vote passed agreeing £300 donation per class from PTFA funds to update book collections and expand grade level pass key stage 1.

It was also agreed to better promote the Birthday Book scheme and ask teachers to put together Amazon wish-lists for parents to choose books in their children's names that will be presented to them, and kept, in class.

- Veg patch – quote needed to progress this project but £50 agreed initially, as requested by Mrs Boswell, to get started.
- Better toilet provision and attention to drains
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ACTION: PTFA to explore grant options

#### **Additional projects:**

- Wildlife area - needs new fencing as currently insecure and also general renovating

ACTION: PTFA to apply for Naturesave Trust grant

- Nature trail – needs general tidying up. The possibility of parents getting involved to do this work was discussed, including identifying local businesses that might contribute to materials and/or labour

**Next meeting:** TBA