



St. Anne's (CE) Primary School, Brown Edge
Minutes of the meeting of the PTFA
Wednesday 6th February, 9:00 - 10:00am, main Hall

Attendees: Chair - Dawn Rosson (DR), Minutes - Tammy Johnson (TJ), Treasurer - Claire Reynolds (CR), Kitchen - Linda Baker (LB), Elize Phillips (EP), Paula Cullen (PC), Louise Durber (LD), Annabel Merrett (AM), Jackie Higham (JH), Claire Higham (CH), Barbara Owen (BO), Ladda Hassall (LH), Rachel Thomas (RT), Julia Cawley (JC), Katy McMaster (KM), Corrie Brookes (CB), Kelly Gidman (KG)

Apologies: Andie Dale (AD)

Minutes circulation: attendees, apologies, Mr Hobson

Discussion, Decisions, Actions

DR Chaired the first meeting and gave an introduction for the PTFA, its history so far and its support and commitment required going forwards for the efforts of school fundraising.

What does the PTFA do - DR confirmed that at present there are 4 members in total and is predominately run by the school staff. Miss. Turner has stepped down from her role and the PTFA now requires more parents to get involved. Currently there are 2 meetings per year to discuss the Christmas Fair and Summer Fair. In order to accelerate the efforts required to raise more funds for the school, parents have been invited to gather ideas, use whatever time they can offer to support the school.

A discussion was then had around the table to share fund raising ideas: car boot sale, Easter egg raffle, fashion shows, pie night, quiz night, craft tutorials, auction nights, 5p Friday, coffee mornings, and much more.

CR has confirmed and agreed will continue as PTFA Treasurer.

LB has very kindly offered her support and services from the kitchen as and when required to help raise extra funds.

It was asked if the school hall could be used for children's parties.

ACTION: DR to check if this is an option and update at the next meeting. She did however state that monies would have to go in to school budget rather than going to PTFA.

The suggestion was then made to create a Facebook page for the PTFA members, to use for ideas, events, reminders, support, and keeping everyone up to date in event they can't attend a meeting.

ACTION: TJ to set up Facebook page, invite attendees and members - by close of play 6.1.19.

UPDATE: Facebook group for PTFA has been setup. **Action closed.**

The next opportunity for fundraising is Easter. Suggestion to hold an Easter egg raffle.

ACTION: DR to confirm w/c 8 April for the raffle, by the end of the week.

UPDATE: Easter egg raffle has been approved and confirmed for w/c 8 April. **Action closed.**

ACTION: CR and TJ to organise Easter eggs by w/c 8 April.

The date recommended for the Summer Fair is around the first Friday in July. Meeting date to



organise the summer fair to follow.

To get the children involved in Easter, an Easter bonnet parade was suggested, alongside the Easter egg raffle and fall on the same day at the luncheon club at the village hall and invite parents for an afternoon tea to raise funds for the school.

ACTION: DR to confirm 10 April for the parade and invite the ladies from the luncheon club to judge the winner.

UPDATE: DR has confirmed that 10 April is agreed and has also spoken with Linda Lea, who will invite the members to attend. **Action closed.**

PC suggested organising 5p Friday's, where each child brings in 5p coins to collect in a class jar and whichever class raises the most 5p receives a class treat.

ACTION: PC has agreed to arrange a jar for each class collection, by the end of the week. PC to send DR a short message about the 5p Friday initiative for inclusion in newsletters and text messages.

A suggestion was made to hold a car boot sale in May, with the recommended charge per car/table of £5 each. Sunday 12 May at 10am was proposed. LB has kindly offered to open the kitchen for refreshments to raise extra funds.

ACTION: DR to confirm if 12 May is ok for the car boot sale.

UPDATE: Sunday 12 May has been approved and confirmed. Further details to follow in the next meeting. **Action closed.**

The question was asked around what would the school like to spend the money on and how much we need to raise to achieve the purchases.

ACTION: DR has agreed to speak to the senior leadership team for a shopping list to share with the PTFA and bring to the next meeting.

The suggestion was made to invite the Eco Council and School Council pupils to join the meeting when they can to share their ideas on behalf of the children across the whole school.

ACTION: DR will invite the School Council to attend the next meeting.

UPDATE: The Head Boy and Head Girl will be attending the meeting on 13th March. **Action closed.**

MEETING CLOSED.

Next Meeting: Wednesday 13th March, 9:00am, St. Anne's Primary School, Main Hall

Diary of upcoming events:

- Friday's (ongoing) - 5p Friday's - beginning Monday, 11th February. Date for check point tbc
- w/c 8 April - Easter Egg Raffle
- 10 April - Easter Bonnet Parade and coffee morning
- 12 May - Car Boot Sale
- 5 July (tbc) - Summer Fair