

**St Nicholas CE VA Primary School
PTFA Committee Meeting
Tuesday 16th January 7.30pm**

Minutes

	Action
<p>1. Apologies Alice Chapman; Mrs Maley; Claire Feltham</p> <p style="padding-left: 40px;">Need to find another teacher to be representative? Or we could debrief Mrs Maley after each meeting.</p>	
<p>2. Christmas Hampers and Raffle update (including Thank yous)</p> <p>Hampers really worked. Need to be in situ after half term</p> <p>Dress down day mid November with hamper donations planned for 2018</p> <p>Look at what charities might be available to split the profits on hampers for next year</p> <p>Children in Need was suggested for next time (24th November)</p> <p>Cross stores might perhaps sell the hampers again</p> <p>Pubs would be good, but space might be an issue for some pubs. People like to see hampers on display.</p> <p>Harts might be asked to raffle a hamper next year. Another business in Blandford with different clientelle might be good. Conyers might take one next year to raffle. Jess (?) to ask Conyers</p> <p>Blackmore vale vets? Docs surgery – eg Whitecliff Mill Surgery around flu jab time</p> <p>Co op want to buy a park bench for the school</p> <p>Lions float went well – they will contact Mrs Maley directly to allocate funds</p> <p>Newsletter and thank you letter to go out</p> <p>MJ suggested thank you notecards – MJ to order. Approx £15 for 1000</p> <p>CW suggested collective thank you writing around table</p> <p>£111 money raised from external hampers</p> <p>TMF to write letter</p>	<p>KM</p> <p>MJ</p> <p>TMF</p>

<p>£55.50 to Save the Children, same to the school Damory, White Horse, Cross Stores, Wynstay All to take responsibility for what we collected (writing thank you cards)</p>	<p>All</p>
<p>3. Summer Fete Update / Vintage Tea</p> <p>Scarecrow idea was discussed. Businesses could theme their scarecrows around their type of business</p> <p>SC suggested guess whose scarecrow was made by which business. We could make up a scarecrow treasure map for people to follow on fete day</p> <p>Carnival theme – Rio</p> <p>Hay stuffing contest</p> <p>Need to contact estate agents to see if they will sponsor - MJ to visit Abbott and Slater re sponsorship</p> <p>Letter for businesses – Sophie to write</p> <p>Are there any local steel bands? The Scout group might want to get involved</p> <p>Dom to ask high school art teacher about spray painting</p> <p>Blackmore Vale to do a scarecrow? Sophie to ask</p> <p>The Vintage tea party is to have centenary theme – 2018 is the centenary of the end of the First World War</p> <p>Date confirmed for the fete as 7th July 2018</p>	<p>MJ</p> <p>SC</p> <p>DMF</p> <p>SC</p>
<p>4. Landyards for members</p> <p>ID, purple and white Email Katie with pictures for newsletter</p>	<p>All</p>
<p>5. PTFA printed postcards</p> <p>MJ to investigate</p>	<p>MJ</p>
<p>6. Charity Status</p> <p>CW sorting out Tesco – outdoor area replacement ship</p> <p>None of us will be personally liable when charitable status comes into effect</p>	<p>CW</p>
<p>7. Treasurers report</p> <p>Mrs Maley requested a case for holding iPads – a quote was provided. The school are also investigating whether other local schools have secondhand ones</p> <p>Email Mr Adey IT teacher regarding horizontal laptop storage</p> <p>Still waiting for diocese to provide quote for paving area</p> <p>Still no cooker</p>	<p>CW</p>

<p>Account has £2354.61 with £200 taken out for oak/acers coach</p> <p>Christmas raffle money theatre group £599 Raffle made £500</p> <p>Alice's just giving – to go in end of January</p> <p>About £2000 eventually</p> <p>Foreign money – 8 kilos TMF has passed it onto Jenny – the company will transfer to our account when the value has been calculated</p> <p>Mention still collecting coins in newsletter</p> <p>Have to have 5 kilos to send the coins off, or if there is 10 kilos the company will collect it themselves</p>	<p>KM</p>
<p>8. Parents meeting brief</p> <p>We will tell those who attend about the following:</p> <p>Tell them our ideas, fundraising ideas</p> <p>Tea party - we will ask for help on the day and with baking</p> <p>Fete - helpers even for short stints</p> <p>What's the best way to communicate?</p> <p>Difficulty of making parents more proactive</p> <p>Louise Howlett to be on helpers list (Acorns), Katie to add</p>	<p>KM</p>
<p>9. Fundraising</p>	
<p>Mothers Day/Easter Vintage Tea</p> <p>Tythe barn – Alice Fox Pitt, EW to ask, invitation – printed cards, Oaks to help</p> <p>KM to do crockery inventory by 30.01.2018</p> <p>Sophie away</p> <p>Publicity more than 4 weeks ahead</p>	<p>KM</p>
<p>10. Mother's Day bouquet raffle</p> <p>The idea was raised of raffling off a bouquet just before Mother's Day</p> <p>Sweet pea florist – MJ to ask</p> <p>If not Sweet Pea, it was suggested that perhaps AC could ask Rustic Rose about donating or cost price Mother's Day bouquet</p>	<p>MJ</p>
<p>11. KS1 Disco</p> <p>Hall, Phil, Claire to do food?</p> <p>Everyone else to get crisps and drinks</p>	<p>CF</p> <p>All</p>

2 nd March for disco, set up at 4,30, Phil to set up before dance group, EW to check for port	EW
Stock for alcohol as thank you presents – ask AC if Hall and Woodhouse might provide some at wholesale price? Alice to ask Chris	AC
12. Cake Sale 26 th January cake sale, Willows and Ash this time KM to Email reps willows and ash - £100 to beat! (raised from last cake sale) CW cakes at work in addition Check with Tracy before confirming TMF to check	KM CW TMF
13. Newsletter KM newsletter 30 th week Pictures of Christmas Vintage tea pics Portraits of committee - everyone to send	KM All
14. Any other business Friday 18 th May Friday after sats – leavers photos School photos for sports day 21 st May Michael Weeks photographer – offered his trailer £5 per photograph Deal – £80 anything over that he would split profit - EW arranged this and will get back to Michael All photos available at fete 3 for the price of 4 Get everyone on board, move Pimms stall, get teachers to cooperate Photo booth at vintage tea: Find out who did the staging for Miss Ireland's nativity play – face in the hole board? Or 1900s family portraits? Ask Serena's husband – EW to speak to Serena EW suggested that we could sell handmade things at the Vintage Tea but people were undecided about what kind of things would be best Email the Ark about PTFA meeting too. CW to contact Hannah Rigler re HSBC donation from fete EW to book photo trailer for fete and sports day Friendship photos would be good at the fete	EW EW EW EW

<p>15. Date of next meeting</p> <p>30th – parent gathering at the Royal Oak from 7pm</p> <p>20th February at 7:30pm at the Royal Oak, Okeford Fitzpaine</p>	