

St Nicholas School Child Okeford PTFA

Minutes of meeting held on 27th February 2018

	Item	Action by whom?
1.	<p>Apologies: Alice Chapman MJ Wright</p> <p>Present: Tanya Mason Flynn Carol Wee Clare Feltham Sophie Cooper Emma West Katie Morton</p>	
2.	<p>Key stage 1 Disco, Friday 2nd March Food, bangles, sweets all sorted It's hoped that Phil Blake can do 4:30 - 6:30 but he may only be able to do until 6pm. If not there will be games for the last half hour (with a CD if things like musical statues)</p> <p>TMF to check with Phil Blake about timings</p>	TMF
3.	<p>Vintage Tea Update MJ and TMF are going to visit the tithe barn on Tuesday to investigate numbers and other logistics Six girls have offered to help so far (4 from Oaks and 2 older siblings) Needs to be advertised this week TMF to put item in school newsletter Publicity out this week - KM to do poster, tickets, background for menu - to feature First World War soldiers, poppies Letters appealing for donations next week People to target different businesses Put business donors on back of menus</p> <p>Crockery quote from Forget me not Vintage has gone up by £15 KM has 83 cups and saucers and 75 small plates Claire to ask Penny Meaden what crockery she has from her wedding SC to ask her friend Jenny Arbuckle about cake stands</p>	<p>TMF/MJ</p> <p>TMF</p> <p>KM ? HF , SC, TMF</p> <p>CF</p> <p>SC</p>

	<p>Sophie Revell is singing with piano accompaniment KM to do Slideshow of images for the day AC to ask Oxford's Bakery - 50 for £10 last year New co-op? (SC) Morrisons & Tesco (CF) Waitrose & Asda (HF) Stalbridge Linen (MJ)</p> <p>TMF to buy doilies</p> <p>Ask Kirsty to distribute poster Poster at Hanford Friday 16th deadline for bookings Flowers on table - paper poppies or daffodils? To discuss at next meeting TMF will see if she can borrow crockery and cutlery from Scout Hut</p>	<p>KM AC SC CF HF MJ</p> <p>TMF</p> <p>KM/ TMF CF</p> <p>TMF</p>
4.	<p>Admin Lanyards Printed postcards TMF to ask Dom about printing cards at high school Mother's Day raffle Flowers have been donated by Sweetpea Florist</p>	<p>TMF</p>
5	<p>Leavers jumpers Order forms - to do before Easter. Ask around for quotes HF to ask man who did rugby club tops in Poole PTFA to fund</p>	<p>TMF</p> <p>HF</p>

6	<p>Questionnaire results</p> <p>A questionnaire was sent out recently - there were about 20 responses</p> <p>Suggestions:</p> <p>Fun run</p> <p>Parent teacher football match? (CF's suggestion)</p> <p>Family walks</p> <p>Christmas Fair</p> <p>One person suggested involving the children more, but the sponsored rock climb had a low take up and the children were invited to take part in the Vintage Tea - only four girls wanted to. We need to make this clearer.</p>	
8	<p>Newsletter</p> <p>Visual reference needed for where the money goes. A thermometer for what we are raising money for</p> <p>A bar graph might be good</p> <p>It would be better to make the whole thing more visual</p> <p>Where the money is going to</p> <p>Talk to Mrs Maley about linking to a new page - weebly?</p> <p>Emma to set up. Link on home page</p> <p>Next newsletter after Easter</p> <p>Update with results from vintage tea</p> <p>It was thought best to stagger the PTFA newsletter with the school newsletter so they don't clash</p>	<p>KM</p> <p>TMF</p> <p>EW</p>
9	<p>AOB</p> <p>Signs for the fete - think about what needed</p> <p>No to HSBC</p> <p>IQ Christmas cards out in September - these will be sent home</p> <p>Fete</p> <p>Mr Clark asked by CF about samba band - willing but need to check date of fete (7th July)</p> <p>Write a letter about scarecrow fete on 7th July - two week deadline for display</p> <p>The committee also discussed whether the scarecrows should just be themed around businesses to keep it simple.</p>	<p>CW</p> <p>CF</p> <p>SC</p>