

**Broadway East
PTFA
30th June 2017**

Minutes



Chair: Orla Glassey

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Attendees: Orla Glassey, Jen Scott, Sarah Hughes, Suzanna Paterson, Stephanie Fenwick, Fiona Padgett, Priyanka Surdhi

Apologies: Heidi Barnes, Helen McKenna

1. Minutes of last meeting & matters arising

The minutes of the last meeting and actions were reviewed:

The Chair and 2 Vice Chairs will be stepping down in Sep – no volunteers yet, has been in newsletter
School Council event – Mrs Gurr will follow up for a Harvest timed event with September PTFA

2. Committee Business

a) Monies – Bouncy Castle Invoice handed to Priyanka

3. Events Review

a) Father's Day Gifts As equally profitable as mothers day Lunches total tbc

b) PTFA Quiz social £222 raised :)

c) Reception Cake Sale 14th July Need a slip in Bags for Reception, cake sale promo slips in rest, cake sale poster – Orla w/c 3rd July

Need helpers from reception – Lucy Oades and Reception Class Reps

d) Summer Fair Saturday 8th July

Need thankyou gifts – Jen and Orla

Email updated rota and make table labels with Stall Title, volunteer names and prices – Orla

Teddy washing volunteers – Suzanna, Jen, Orla and Fiona

We will have a Ball Boy raffle both with the main raffle and beside the Penalty Shoot Out Stall

Need to book Mr Brown to organise BBQ and putting up the Gazebo for the day – Orla

Check up on resources needed for glitter tattoo stalls and face painting – Orla

Request After School Club to clear room on Friday – Jen

More outdoor games suggested – perhaps use sports day resources – John Blenkinsop

Poster for Ball boy raffle x 2 – Orla

Perhaps last minute message for donations – Orla/Jen to agree during week

Agreed 09:30 am set up start time on Saturday – All

Rota for prep Mon Suzanna and Orla and Tue Jen and Suzanna, then to plan the rest of the week

e) End of year treat booked and ice creams

f) Letter requesting funding for Raspberry Pi equipment – was agreed to pay Mrs Tawns request of £162.62

g) Miriam to confirm a date for PTFA Exercise session - Miriam

4. AOB Item to be added to next agenda - Request for feedback from teachers on what they would like PTFA funding to pay for – Helen McKenna to get feedback

However a request from Kim Forrest to support the school crossing patrol new Charity came in after the meeting had closed – they are requesting closure before the end of term.

I will request feedback on the PTFA whats app group page – Orla

5. Date and time of next meeting: Propose an evening date - TBC