

**Broadway East
PTFA
29th January 2018**

Minutes

1. Apologies

Fiona Padgett, Jess Quinn

2. Christmas Fair review

Total raised by Fair was £857, with further potential for matched funding from one of the parents.

Chocolate tombola discussed. It was quieter but still raised the most money. The end of the corridor was quiet but it was moved as blocked the hall previously. Left over chocolate, however, was still sold. Potentially more signage needed next year.

Doors for fair opened too early, before stalls were ready. Agreed that next year every stall needs a parent present before teachers are able to get to them.

Asda again unable to provide mince pies on the day. Marshmallow snowmen went down well but Tea and Coffee stall not busy in general.

Orbeez stall very busy but discussed that requires more crowd control and less spent on prizes. Potential health and safety query discussed and suggestion of next year for a 'Rudolph's chest'-type stall instead with straw.

Thank you letters confirmed as having gone to Rosie's, Tesco and for Stadium tickets. Outstanding is still a P & G thank you letter.

Action: Sarah B to provide P&G thank you letter to distribute through parent at school.

3. Christmas Cards review

£210 raised by Christmas cards this year. A little rushed but couldn't have been done any earlier. One refund required but everyone else received their cards. Next year plan to organise in August ready for second week in September.

4. Alternative to Spring Disco

Request for potential alternative to Spring Disco discussed. Film night, Children's party, quiet rooms, separate KS1 and KS2 discos and other options discussed. Planned for first week back after Easter.

Action: Sarah H to speak to Malcom (DJ) about potential options.

5. Date for KS1 Cake Sale

Date proposed for 16th March, after Mother's Day. A Reception Cake sale will be planned for the Summer term.

6. Social event suggestions for summer term

Ceilidh suggested for parents/carers and is currently being researched by 2 volunteers.

7. AOB

Mother's Day (11th March)

Letters to be sent next week regarding lunches and gifts. Mother's Day gift-making proposed to start week beginning 26th February for 2 weeks. This year's surprise gift already sourced by Sarah H. Charged £2.50 last year for bags. Rota will need to be organised and a text reminder will also be needed.

Dates for Mother's Day lunches to be confirmed with kitchen.

Action: Sarah H to talk to Mrs Clarke in kitchen to confirm dates and compose letter.

Sponsored bounce

Will take place next term (April). Date to be booked and bouncy castle organised. Letters to go out first day back after holidays.

Action: Sarah H to check when hall is free.

Grow a Sunflower competition

Competition discussed, with Sunflowers possibly within school grounds. £1 donation suggested. Judith proposed she could grow them on for pupils to buy when established. Mrs Wingate has also reported there may be pots already within the school to use. Garden centre donation potential also discussed.

Action: Judith to source sunflower seeds.

Summer Fair date

Potential date of 30th June discussed and the need to start requesting donations.

Actions: Sarah B to provide letter for Jo for Tesco Summer Fair donation.
Judith to query Greggs for donation to summer fair.
Sarah B to email supermarkets for donations.

8. Date and time of next meeting: TBC