

Minutes of the PFA Meeting held on Tuesday, 21 March 2015 at 9 am.

Time: 9.00am –

Present: Racheal, Andrew, Craig, Claire, Sally, Jayne

Apologies: Chris, Philippa, Caroline, Lorraine

PFA Agenda

1. YEAR 6 LEAVERS T SHIRTS AND BALLOONS

1.1.1. Dawn would like to know if we can still purchase YR6 Leavers Celebrations Balloons and T-Shirts

1.1.2. We will order T shirts but NOT the balloons.

1.1.3. Andrew will contact the supplier and order (next size up due to small size last year)

2. FATHER'S DAY 21 JUNE

2.1.1. Stocktake of shed to be undertaken by Andrew, Racheal and Craig after this meeting to see what we have already before ordering further stock

2.1.2. Kim has Chocolates

2.1.3. Decide next at next meeting what else is required

2.1.4. VOLUNTEERS for setting up

2.1.5. VOLUNTEERS to Run

3. BINGO

3.1.1. Decided that we would leave for now and maybe do September onwards

4. SPORTS DAY REFRESHMENTS – W/C JUNE 15

- 4.1.1. 24 June – KS1 – **VOLUNTEERS REQUIRED X3** – Racheal (Andrew if can)
- 4.1.2. 25 June – KS2 - **VOLUNTEERS REQUIRED X3** – Racheal
- 4.1.3. Wet Weather Contingency Plan – Following week TBC
- 4.1.4. No ice lollies
- 4.1.5. Stocktake Tea/Coffee, Orange & Blackcurrant Cordial, Cans, Plastic Cups
- 4.1.6. FLOAT required
- 4.1.7. PRICES Tea & Coffee 50p.....Cans 50p.....Soft drinks 20p
- 4.1.8. ITEMS required – Table.....Urns....Water Jugs.... Cups (Craig can supply if need be)

5. FUTURES MEETINGS

After discussion it was decided to revert to the original plan to TUESDAYS & FRIDAY meeting dates; as after consideration, it is only fair that all that help and contribute have the opportunity to attend meetings and makes us more accessible to others.

6. FINANCIAL STATEMENT

From this date it was decided that the committee would like a financial statement at every meeting with updated income and outgoings to allow us to analyse expenditure and see what is profitable and to assist moving forward with our financial goals.

7. SUMMER FAIR

- 1. No army corp from May therefore they will not be able to attend.

2. No theme - but helpers to wear reflective vests (school will provide these)
3. Children to design a poster to advertise the fair. Gingerbread Man to launch competition in assembly on the 22nd May. Closing date for competition 5th June (Friday after half term holiday) NB/ Need a prize for the winner
4. Talent Show - Mrs Fearne organised this in previous years but she has left. Need to ask School Council's opinion whether they enjoyed the talent show. We need an alternative to keep the crowds there - Falconry to do a display?
5. DJ - Craig to speak to him
6. Balloons in limo?
7. Non-uniform day (KS1 chocolates/sweet donations KS2 bottle donations) - date in diary Jane to confirm date at next meeting.
8. Ask for donations of books/ DVDs/ CDs/ computer games
9. Maypole? Jane to speak to Miss Carmichael
10. Need a clean up team
11. Penalty shoot out Mr Parham to organise
12. Bouncy castle - already booked
13. Provisional booking for Fuzzy Eds to do face painting (NB they do balloons as well but we need to check with the parent who did balloons last year)
14. Stocks? Contact the scouts to see if they have any
15. BBQ - Tony Smith - Jane has left a message but he has not yet got back to her
16. Ice Cream - Philippa to contact Burgess'
17. School Council or Year 6 to organise a stall? (of games?)
18. Bottle tombola / chocolate tombola - use donations from non-uniform day. Sports tombola - need cheap sports equipment (can buy this as a kit) Jane to speak to Vicki Briggs who has always purchased the items for this stall in the past
19. Dawn found a website with 40 pages of ideas for stalls (eg throw a ping pong ball into a Pringles box) - Jane to confirm she has emailed a link to Claire

20. Need to ensure a plan is in place (with stalls confirmed) by the next meeting - 12th May

8. OTHER MATTERS

9. DATE OF NEXT MEETING: 12 MAY 2015

PLEASE SEND APOLOGIES PRIOR TO THE MEETING IF YOU CANNOT ATTEND

10. FUTURE MEETINGS

- 12 May 2015
- 12 June 2015
- 14 July 2015

11. AGENDA FOR NEXT MEETING

- Father's Day 21 June
- Sports Day Refreshments
- Summer Fair

PLEASE EMAIL ANY OTHER ITEMS FOR THE AGENDA PRIOR TO THE NEXT MEETING

12. AMENDMENTS

Please email any additions &/or corrections prior to next meeting. Or should there be any omissions of details required herein please let me know so I can forward amendments. Thank you 😊

13. MEETING CLOSE:

SECTION B - CONFIDENTIAL

