

# Withycombe Raleigh PFTA - MINUTES FOR MEETING 19<sup>th</sup> January 2017

*Present:*

S Dixon (Chair), A Luxton, J Sleigh, A Kew, L Stortenbeker, C James, C Browning, S Powley, K Lee, K Sansom, T Williams, E Trout, B Tippet, J Lawrie, J Fairbanks

*Apologies:* H Fenner, E Jones, V Griffiths

Notes	Action
<b>1. Minutes from November 2016</b>	
<p>Minutes signed as accurate record</p> <p>Issues outstanding: MTA gifts extended to all staff helpers. £100 from PTFA plus staff collection = wrapped selection of biscuits and chocolates with personal card.</p> <p>Raffle licence for Summer and Christmas Fayre.</p>	<p>Agreed to reapply. (S Dixon) Letter to go home in bookbags about the selling rules. (S Dixon and S Powley)</p>
<b>2. Treasurers Report</b>	
<p>Current balance £9,634 Quiz raised £189 Cardiff Trip £210 Christmas Fayre £3,000 £5,232 raised in winter term.</p> <p>Calendars conducted differently this year due to issues around wastage and complex process.</p>	<p>More research into how to put out calendars in 2018. (L Stortenbeker, C James). To be brought to September 2017 meeting.</p>
<b>3. Funding Requests</b>	
<p>£1000 previously allocated for playground markings. A Kew recommended to be spent on physical play items for the Ark.</p> <p>£1399 suggested to be allocated to 2017 all school Panto show.</p> <p>Readathon. Considered the scheme and how encourage participation. Completing on World</p>	<p>A Kew and K Lee to order up items. Agreed.</p> <p>Agreed. (T Williams)</p>

<b>Notes</b>	<b>Action</b>
<p>Book Day 3<sup>rd</sup> March. Recommended £10 raffle prize per year group. All those that enter the Readathon have a chance of winning.</p> <p>Ampitheatre: Requires considerable works to make it safe for use. Recommended a PTFA contribution of £3,000 (for a £9,000 budget project).</p>	<p>Agreed. (T Williams, S Dixon).</p> <p>Agreed.</p>
<b>4. New Shed</b>	
<p>A new shed nearer the Hall has been allocated by the school for the PTFA. The storage will allow us to manage our resources, and allow packing up and setting up to be less labour intensive. Old shed to be used for PE kit/equipment. Awaiting move in date.</p>	
<b>5. The Ark</b>	
<p>Considered its usage. Letter to go home in book bags as a reminder of the rules of not playing on the Ark after school hours.</p>	<p>Letter to go out (K Lee).</p>
<b>6. Debrief on events</b>	
<p>Christmas Fayre: Open up more classrooms. Much improved with coming in through front gates. Need to change rules on the chocolate tombola. Need to manage the setting up and clearing away.</p> <p>Christmas Quiz: Success.</p>	<p>All to note for next Christmas Fayre.</p>
<b>7. Upcoming events</b>	
<p>Disco: Happy with existing set up. Thursday 2<sup>nd</sup> March 2017 5pm.</p> <p>Easter Bingo: Thursday 30<sup>th</sup> March 6pm. Need a caller.</p> <p>Discussion around a new event: PJs and Popcorn where we have signed up to be able to show films at school. Considered a refreshment voucher and how to manage this with a café and year groups.</p>	<p>A Kew.</p> <p>S Dixon.</p> <p>S Dixon to pilot the event. See letter below.</p>
<b>8. AOB/ Date of next meeting</b>	
<p>Next meeting is revised to Thursday 27<sup>th</sup> April 7:30pm at the School.</p>	<p>All to note in their diary.</p>