

MINUTES

Newton Poppleford Primary School PTFA

Date | time Tuesday 10th October 7:45pm | *Meeting called to order by* Tilli Beglin

In Attendance

Bob Tubbs, Mary Raffell, Tilli Beglin, Lisa Cavanagh, Emma Finch, Jacquie Critcher, Jon Leeson-Kings, Jan Stanley, Clare Saunders, Sarah Woodhams

Previous Minutes

The minutes of the AGM on 28th September 2016 were agreed unanimously with one amendment to the spelling of a name.

Bonfire night

Tickets will be sent to Pia imminently for sale on the playground. Pia and Liza will coordinate ticket sales. Food will be purchased for 500 (including meat from Greendales, and other food from Macro) assuming the weather forecast looks good. Food will be sold at: £4 for pork or turkey; £3 for beef burger; and £2.50 for hot dog. There will be two Guy-making competitions. Action: Bob to advertise Guy making competitions. Jan to send details of event to Emma for production of posters (laminated at school). Action: Jan has arranged a generator for our stall and will get napkins and plates. Big signs will be produced for the stall. Helpers will be needed during daylight to set up the stall. Action: Lisa will get 400 glow necklaces.

Bags for life

Materials had arrived for "Bags for life" but one bag does not have space for portraits of all the children in the school. Decision to switch to doing tea towels instead. Action: Bob to get materials for tea towels. Action: Mary to arrange for the self portraits to be done in classes. Tea towels will be for 400 if ready before Christmas Fayre.

Christmas Fayre

3rd Dec had been requested at Pavilion for Christmas Fayre, but 26th November preferred by all food helpers. Action: Jon to enquire as to whether date can be changed to 26th November (with setup on 25th). If confirmed in time for magazine cut-off Bob could request item in parish magazine. Action: Bob to look for details of raffle from last year. Action: Rachel and Jan to get in touch with Santa and enquire about presents (or was that Tilli?). Items will be collected for Christmas hampers by 19th November. Suggestions were: Reception, arts and crafts; Year 6, bottles; other years including jams, chutneys, wrapping paper, sweets, chocolate, toiletries. Action: Clare to order tissue and cellophane. A non-uniform day may not be possible due to Children in Need event.

Requests from school and other fundraising

Clare said Rob or Chris can do a quiz. Action: Clare to ask whether either available on 24th February. PTFA has been invoiced for Theatre Alibi event and for high-visibility vests. £350 unanimously approved for art materials for all classes (£50 per class). Tilli is coordinating class reps and upcoming cake sales. Clare has the cake sale float.

Actions from the meeting

- * Bob to advertise Guy-making competitions.
- * Jan to send details of bonfire event to Emma for production of posters (laminated at school).
- * Lisa will get 400 glow necklaces.
- * Bob to look for details of raffle from last year.
- * Rachel and Jan to get in touch with Santa and enquire about presents (or was that Tilli?).
- * Jon to enquire as to whether Fayre date can be changed to 26th November (with setup on 25th). If confirmed in time for magazine cut-off, Bob could request item in parish magazine.
- * Clare said Rob or Chris can do quiz. Action: Clare to ask whether either available on 24th February.
- * Bob to get materials for tea towels.
- * Mary to arrange for the self portraits to be done in classes (already sent off for scanning).

Sign-off of minutes (including any corrections)

Signed by:

Date:

Date of next meeting: 31st October 2016 at 19:45 in the Cannon Inn
