**PTFA- Meeting Minutes- Thursday 14th October 2021, 19.30 At the School**

**PRESENT**

Barry Shea (BS), Callie Woodrow (CW), Bethan Bolton (BB), Rachel Oxford (RO), Carly Buscombe (CB), Debbie Field (DF), Olivia Palmer-Smyth (OPS)

**APOLOGIES**

Dan Bolton (DB), Georgia Vine (GV), Zara Risley (ZR), Danielle Gordge (DG), Dan Warren (DW)

**REPORT FROM THE CHAIR**

BS explained that he had taken on commitments in a variety of areas and would be taking a step back from the organisation of smaller events such as Movie night & Quiz night. His main focus would be Bike for Books & M12K along with his usual website commitments.

He thanked everyone for coming & stated that BB & CW would be speaking more this meeting owing to their increased involvement in organising events.

**FINANCIAL UPDATE FROM THE TREASURER**

Current balance- £7,264,01

Commitments Total**- £1596**

M12K

Commitments Total**- £1553.12**

**Total after current commitments- £4,114.89**

RO discovered wear and tear & some stock damaged. Pete Oxford has looked at PTFA shed and stated it requires essential roof repair. Estimated quote of £80 and free labour by PO. All agreed by those present to go ahead to protect stock. -Thanks to RO for sorting shed.

Banking changes requires signatures from trustees (BB to finalise and give back to GV)

BS discussed constitution changes and that he wishes to ensure all future PTFA members are supported and secure when roles change. Resolution for charity commission document signed by all present

Justgiving page being organised for future donations and payments (GV)

Amazon smile would enable PTFA to receive % on all applicable orders via Amazon which we could invite all villagers & parents to use (BB sorting) CW suggested to DF that an Amazon wish list, reverse advent would be a good idea, DF agreed.

All present agreed that a PTFA contactless card machine would be extremely beneficial (GV to order)

**REMARKS FROM DEBBIE**

DF stated the new heating source is being installed over half term which requires the field to be dug up and re seeded. Hopeful that the field will be back to full health for the M12k.

DF keen to get support & fundraising help from further afield as we cannot simply rely on our wonderful local community.

Stay & learn event on Weds 20th Oct, staff providing cakes, DF asked if PTFA could serve tea & coffee. BB, OPS, RO, BS, CW intend to be there.

School Ping plus payments is now up and running-lots of great feedback from parents.

DF is interested in recommencing a parent forum. PTFA help with events would be appreciated when DF is trying to involve parents.

**BIKE FOR BOOKS 20th-21st Jan 2022**

Lots of excitement & buzz from DF and the whole committee for this event.

DF has 38 signed up including parents, teachers, governors. Keen to invite some ex-pupils.

Some parents have offered to help with refreshments throughout the event.

Gia from The Box will be providing pizza and has already offered a donation.

DB from The Happy Meat Co providing breakfast rolls.

Simon Hoare to be invited to launch event, we hope this will be in the 1st week of November.

Publicity to be contacted incl. BMV, Messenger, Dorset ECHO, Breeze radio, Dorset heart, Dorset BBC, Dorset Authority Association.

DF has blogger who can advise on possible live feeds on you tube & other social media sites.

A farmer local to DF has offered a donation.

DF would like a map tracker, target displayed outside main entrance, t-shirts for volunteers.

Headline sponsor- BB to approach a local business to be our headline sponsor.

OPS to approach another possible headline sponsor if 1st option falls through.

Idea about having flags of places cycled through on t-shirts. RO to speak to contact re t-shirts

**M12K**

BS has become chair following several committee members stepping down. BS has organised separate committee who will take on the organisation of event. Email has been sent to runners to remind them of their entries & event details. After several opportunities there will be no further refunds offered.

**MOVIE NIGHT 21/10/21**

Staff presence anticipated; DF will confirm.

BB discussed with Kelly Barge regarding films. Usually, the children choose and best if they are rated “U”. BB to sort film choices with Mrs Barge & ensure available. DF & Mrs Chapman to sort equipment, movies starting & general organisation on the day. X2 films showing. Children to choose a room & stick to it. Popcorn & squash (GV to buy). Staff to be allocated to rooms & key stages to ensure smooth exit (BB liaise with DF).

**CHRISTMAS FAYRE/CHRISTMAS CARDS**

Lots of good ideas aired however all undecided whether event should go ahead for this year given the other events.

**CHRISTMAS FAMILY FILM NIGHT Thurs 16th Dec 17.30-19.30**

Suggested that this be an event for families, not just children.

Refreshments could include: mulled wine, mince pies, hot choc.

Siblings would also be likely welcome. BB, CW to organise posters & event. ?raffle

**SWEET TREATS TUCK SHOP**

Name chosen by pupils. RO, DG, OPS to open Sweet Treats, every other Friday after school. They will try and sort a stand

**QUIZ & CURRY NIGHT SAT 27TH NOV 7PM**

**Volunteers BB, DB, RO, GV, CW, BS, OPS (let BB know if you want to help)**

CW sorting posters & distributing to shops & around village. All to Push on social media. BB main contact for ticket sales.

Village hall is booked.

Food to be cooked by PTFA members incl those who hold food hygiene certificate (DB, OPS).

CW to check Dropbox for previous attendees & find contact info.

BS sorting adverts for BMV & Marnhull Messenger.

Raffle prizes looking great.

OPS to sell raffle tickets on the door & Sweet Treats tuck shop to sell when open.

Simon Hoare quiz master.

CW to ask hall about table & chair quantities.

BS went through raffle prizes & updated further.

BB to speak to GV regarding quiz night ticket payments.

**UPDATE FROM PARENT LIASON (OPS)**

OPS has welcomed 2 new families and the committee believe this to be the perfect welcome for any new starters. Not too invasive just simply a warm welcome.

OPS suggested to DF that she would attend the Parent open event next year.

**AOB**

BS mentioned meeting dates as some committee members availabilities have changed. All present agreed to keep to Thursdays at present & re discuss at the next meeting.

Message from DB who has suggested a permanent PTFA post box put up at school. This would allow parents to post any questions etc as well as payments for trips. Agreed by all present it was a good idea & DF suggested we could attach to a wall. DB to research.

**Next meeting 18th Nov**

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