PFTA Meeting Minutes
3 October 2024

In attendance via Zoom were

Teri Crowley	Chair
Joanna Hector	Secretary
Clare Rice	Treasurer
Jane Clowery	Committee Member / School Staff
Lesley Middleton	Head of School
Reka Szucs-Voros	Committee Member / Parent
Ehrin Wren	Committee Member / Parent

Apologies

Kirsten Howarth	Executive Head
Tracey Gee	Committee Member / Parent
Stephanie Crockett	Committee Member / Parent

Current Funds

£11,167.26

This includes a recent donation of £2,500 from Willowbrook Construction.

Meeting opened 7.30pm.

Tour of EYFS Outdoor Space

At the Outset of the meeting those present were able to view the new EYFS outdoor decked area which PTFA funds contributed to. LM confirmed there was still remedial work to do with it as there were some drainage issues, highlighted by the recent heavy rain. This should hopefully all be rectified shortly.

Bank Account

CR, TC and JC will complete paper work with the bank to remove JC from the account and add on TC.

Grants

The school are still following up with Mulberry Homes regarding a suggested £80,000 donation to the school. It remains unclear whether this donation will come to fruition as it appears to have gone to the local authority rather than to the school directly. LM/KH are continuing to follow up.

Movie Night

The Committee advised they would like to put on a free movie night for the Children as a way of saying thank you for the support over the previous year. Popcorn and drinks to be provided. LM was happy for the school hall to be used for this. 15/11/2024 was agreed for this. JH to generate poster for advertising.

Christmas Disco

LM had already spoken with Mr Ager about this and he was able to DJ on 17/12/2024. Committee all happy with this date. Agreed to have the tuck shop and sell hotdogs as per last disco as this was successful. Squash to be provided and Children to bring own water bottles. JH agreed to do Bookers shop for tuck shop as she still had Bookers Card Further organisational arrangements for the disco to be discussed between committee nearer the time. Volunteers may be needed to support event.

Christmas Fair

EW presented the idea of holding a Christmas fair in the playground in December with a Santa's grotto and little Christmas Market type stalls. Costs of Christmas events have become expensive for the average family so it would be nice to put on an event for our families without much cost to them. Committee was in agreement with this. EW has made enquiries with a company in Oundle that can provide reindeer and will also make enquiries with the Santa used by Pre-school. Tombola stall, tuck shop, hot chocolates and Christmas decorations stalls were discussed and agreed, along with a Christmas bag raffle which the Children will contribute. All those present took on one of these stalls to organise. TC will also put out request for volunteers. It was discussed and agreed that this event may not make much profit as it was the first time trialling such an event but that it should hopefully break even and give the children some nice Christmas memories which was the primary aim as opposed to raising funds. LM was happy for PFTS to hold this in school and proposed 13/12/2024. Donations for the tombola could be provided by way of a dress down day on 06/12/2024.

Opal Play Scheme

The possibility of looking into funding the Opal Play Scheme in School was discussed. This has been raised by EW previously to provide guided play at lunchtimes to assist with behaviour and emotional regulation of the children. The committee were happy to explore it. The official scheme does come at cost (exact quote would need to be obtained) but this cost would include training lunchtime supervisors in engaging and guiding play as well as some equipment. JH enquired whether the school had received any grants from the Singlehurst Trust recently as if not we could look at applying to them for some funding for this. LM confirmed that the Trust had recently donated funds which were used for buying new musical instruments for use in school. After much discussion it was agreed to re-visit this scheme in the new year.

EYFS Donations

LM advised that EYFS were looking for donations of toys for Reception. Predominantly Play Kitchens and small world toys as these needed replacing regularly. Committee members will keep an eye out for such toys being advertised second hand locally before Christmas.

Road Safety

JC and LM raised concerns about road safety around the main school entrance on Chapel Road with cars parking on the yellow zig zags and driving onto the road to the school entrance during drop off and pick up times. There have been a number of near misses. JC would like to invest in some traffic cones, similar to those on the pavements around Priors Hall Primary School. Committee was happy to support this. JC to look into prices.

Upcoming events

1. Movie Night Friday 15 November 2024
2. Christmas Jumper Swap Friday 29 November 2024
3. Tombola dress down Friday 6 December 2024
4. Christmas Fair Friday 13 December 2024
5. Christmas Disco Tuesday 17 December 2024

Next Meeting

Tuesday 17 December at 7.30pm – AGM – School Hall after Disco.

Meeting closed 8.30pm