

MINUTES

Hatherleigh PTFA Meeting

18th November 2024 | 7:30pm

In Attendance

Michelle Farrelly, Kelly Friggens, Sam Hill, Nicola Jones, Linda King, Steph Letheren, Kariss Madders, Alan Monger, Gemma Ruff, Clare Simmons, Sarah Squires, Natalie Wonnacott

Apologies

Taryn Farrelly, Jemima Powlesland, Jane Rice

Minutes from Prior Meeting

- Minutes from prior meeting were reviewed and approved

Chair's Report

- Successful Halloween Disco raised £477 – SL thanked all for their support

Treasurer's Report

- SL now added as signatory on PTFA account.
- Current Account balance £10,517.85. Reserve Account sits at £3514.11
- Forecast expenses of ~£900 for science dome and £5k for school fence
- AM queried ~£1,000 previously agreed by PTFA to go towards school curriculum needs (Literacy Tree etc.). All in support, NW to arrange payment following receipt of invoice from SBM
- NW reminded group of £100 grant available from Asda for registering the PTFA with them prior to end November – NW and SL to pursue

Matters Arising / Upcoming Events

- Open Days (19/20/21/23 September 2024)
 - 19th – CS & KM, 6 families booked
 - 20th – GR & SL, 1 family booked (may get last minute adds)
 - 21st – NW & JP, no current bookings (may get last minute adds)
 - 23rd – SL & SS, 1 family booked
 - AM thanked PTFA for promoting event to community
- Wreath Night (29/11/24)
 - 38 of 40 slots filled, wreath bases mossed
 - NW handling all materials for wreaths
 - KF procuring mulled wine ingredients (using wine in PTFA stock)
 - KM to drop off urn for mulled wine at school ahead of time

- Festive Fun Night (12/12/24)
 - LK & SH shared plans for evening – similar setup to prior year (crafts, games, dinner, movie in PJs)
 - Staff to cover crafts & games, PTFA to prepare dinner, serve & clean up dining hall
 - 3:25pm – 7pm
 - Sign up on Gateway
 - £10 per child cost, payable in cash or by BACs (reference 'FF_<childlastname>')
 - CS to create poster

- Christmas Fayre (6/12/24)
 - Timing confirmed 6-8pm
 - Suggestion to combine marketing with Hatherleigh Market xmas fair – SL drafting message to Hatherleigh Market contact
 - Stalls:
 - Hamper Raffle x3 (bottle, festive food, children's) – GR to wrap boxes
 - Tombola (if surplus donations)
 - Scavenger Hunt
 - Snowballs in the jar
 - Chocolate card game
 - Buzz wire game (2 options)
 - Hole in one (snowball) golf
 - Match the snowman
 - Elf obstacle course
 - Festive colouring – CS will print
 - Hot Choc & mince pies
 - Agreed no candy floss or popcorn
 - SL to share list of help required, PTFA requested to sign up to assist as available (potential for year 7/8 helpers on games)
 - Setup (lighting, labelling tombola items, games etc.) can begin directly after school
 - Men In Sheds likely to dropoff games directly before event and pickup at end of event (may well also stay to assist with fair)
 - Donations request has gone out

- Round Table Santa Event (13/12/24)
 - Timing: 5:45 until perhaps around 9
 - Volunteers so far: SL, LK, Sophie King, SS(?), maybe KF & Dee for short time

- Grants
 - NNTR

- Science Week
 - Discussed potentially holding science / space themed cake sale to coincide with science week
 - AM requested PTFA liaise with Lucy Bradbury

- Fundraising Ideas
 - SL challenged group to consider new fundraising ideas for upcoming year
 - Initial suggestions: Beetle Drive, Car Treasure Hunt, Grow a Pound
 - Group to mull ideas and discuss at next meeting

- School Topics
 - NNTR

Any Other Business

KF promoted use of Immersion maths workshops as great way to refresh maths skills / understand current way maths is taught. Sessions are held Mondays at the school, 2pm-3pm.

Date for Next Meeting

Next meeting: Monday 20th January 2025, 7:30pm

Close
