

7.30pm Tuesday 4th March 2025
PTFA meeting @ The hut, St Mary's primary school Marnhull

Attending - Rachel (chair), Hannah (minutes), Carmen, Jennifer, Chelsea, Bruno, Agnes

Apologies - Sharon, Ellie, Cody, Danie, Michelle, Rebecca

Minutes of last meeting - approved by Chelsea Seconded by Carmen

Matters arising

Community cafe - we have paused reaching out to the community cafe at present.

Receipt from Disco DJ - Chelsea has messaged the DJ and we now have the receipt

Finance update -

Current bank balance - £3132.76

Current cash balance - £183.60

Money to come out £1000.00 for shed £170.00 for Forest school

Still to count - Love what you wear day income (an unofficial count of the taking for LWYW was £67.05) and Tuck shop

Easy fundraising was paid into the bank account we received £39.68

Whats app decisions

Donation to school - Due to costs of items our original donation of £1500 was not required. A whats app decision was made to donate £1200 to the school, for them to improve the outside space. School are aware they can request items at any time using our funding request form should they require further funding. They have confirmed they have received the funds, have ordered the items and are waiting for delivery.

Shed - Bruno has sourced a shed for approx £500, the shed does not come with flooring so we would need to purchase plywood for a flooring and some 4x4 wood for a frame to raise it off the ground. We have also looked into shelving, and will be asking parents if they have any unbroken storage boxes they could donate.

Hannah and Bruno will order the shed within the next 2 weeks.

Once the shed is completed we will be putting out a thank you to the mens shed and to C J Fry and son for all their help and donations.

Ideas and plans

Easter bonnet competition - Due to time constraint and lack of uptake we have decided not to hold an Easter bonnet competition.

Easter tea party - We are suggesting holding an Easter tea party for the children on Wednesday 2nd at April 2pm, We discussed that this would be a nice treat for the children, as due to rising costs of Easter eggs we are currently unable to provide the children with an Easter egg hunt with subsequent eggs. Hannah and Chelsea to organise. Rachel will ask Sharon if this is a possibility.

Plans for summer - We are leaving our plans for summer term until our next meeting.

Leavers hoodies - PTFA are still happy to provide 20% towards the leavers hoodies, Jenny to speak to Nathan about ordering these.

AOB -

Raffle return form has been sent to back to council

Tuck Shop - We all agreed the first tuck shop went well, with a few teething issues. We have decided to have a one way system to reduce crowds in and out of the hut. And will be purchasing new items to fill our tuck shop that the children will enjoy.

Future of PTFA -

Rebecca has chosen to step down from the PTFA due to personal reasons, we will all be very sad to see Rebecca leave as she has been a huge driving force behind many of our successful events

Hannah to speak to Rebecca regarding the sum up machine and the PTFA T- shirts we had paid for, Jenny happy to print the T-shirts now Rebecca has left.

In July Hannah will be stepping down as treasurer, Chelsea will be taking over in the interim and then officially standing in the AGM for the following year. Hannah will begin handing over the treasurer role to Chelsea, including changing over bank cards and the bank account.

Our committee is conscious of standing by our constitution. When holding our meetings we have to have a quorum, due to reduced numbers attending our meetings Hannah will be reaching out via the whats app group to all of our committee members to ensure they still want to be on the committee and will remind members that attending meetings is crucial to the smooth running of our PTFA. All present at meeting are happy to stay on the committee

At present Hannah takes minutes at the meeting, once she leaves we will need others to take over, Chelsea is happy to contribute towards the minutes. Hannah will reach out to all committee members and ask whether they would be comfortable having the minute taking on a rota system in the spirit of fairness.

Miss Smith approached Jennifer about part funding a trip for her class, Jennifer will ask Miss Smith to fill out a funding request form with more detailed information.

Next meeting

Tuesday 29th April

The hut, St Mary's primary school

7:30pm - 9:30pm

Minutes - Hannah

Chair - Rachel

