

PTFA EGM MEETING – 24th April 2018

MINUTES

Present:

Sarah Taylor Murrell, Terri Goodwin, Hannah Mitchell, Carley Doyle, Jennifer Mahl, Fiona Quaack, Sharon Tattam, Becky Holmes, Natalie Bainborough, Gemma Morgan, Nikki McLachlan

Apologies:

Ami Scott, Emma Biesty, Kate Parker, Ruth McCann, Claudia Aimer

Item no.	Key points	Who	When by
1. Welcome and Apologies			
2. Approval of minutes	Minutes of the last meeting were checked and approved.		
3. PTFA Committee Positions	Lisa Hetherington Stepped down as joint chair due to personal reasons Julia Robinson stepped down as treasurer Sharon Tattam was co-opted as treasurer		
4. Outdoor Classroom	Outdoor classroom was approved by all attending the meeting Sarah to speak with Denise and Matt regarding ordering and positioning	Sarah	
	Look at becoming an EcoSchool. Jennifer to talk to Maeve re Environment Trust and Matt.	Jennifer	
	Gemma to talk to Thames Water to get them to give a talk to the children about water efficiency.	Gemma	
	Sarah to investigate getting a celebrity to open the Outdoor Class room at the Summer Fair	Sarah	ASAP
5. Constitution	Constitution was approved. Charity registration can now proceed.		
6. Donations/ Fundraising	Hayley McKenna Brown put us forward for the Community Scheme at Waitrose Twickenham which we won £370. Cheque being sent. Gemma will investigate Coop scheme Fiona will investigate Tesco scheme	Gemma Fiona	
7. Future Dates	Pre-loved Sale Ami to speak to Nikki to arrange dates	Ami	

Item no.	Key points	Who	When by
	Summer Ball 23 rd June – Natalie to investigate the cost of a photographer Nikki to arrange Temporary Event Licence Gemma has a contact for chair covers Natalie to investigate chair hire	Natalie Nikki Gemma Natalie	
	Natalie Fathers' Day gifts £5 to charge Carley to help with stencils/templates	Natalie Carley	
	Summer Fair Strawberries and cream stall away from pimms and bbq maybe usherette tray Ask Koosa kids to do go karts again – Terri Ask Stacey no ponies, hair instead - Sarah End of preloved sale ask for donations Sarah to investigate pocket money stall goodies Carley to ask Bunnings for voucher Nikki to ask for fire brigade Parents (external) stalls 1 stall per year 3-5 stalls parent stalls per event Deck chair hire -any contacts? All to ask around Ask Kate Parker if she'll do Juice Bar again Hannah to speak to Dave about Barometer, 2x blackboards, Coconut shy Ask Dowse if he'll do Beat the Goalie Sarah to ask Matt about Pin the tie on Mr White Ask Matt about additional PJ Mufti Day for soft toys and sweets Investigate Energy Bike / Smoothie Bike Sort parents to take Tredinnick & Bower Advertising Boards in their gardens	Hannah Terri Sarah Ami Sarah Carley Nikki Sarah All Sarah Hannah Natalie Sarah Sarah Sarah	
	Uniform Sales – Carley and Sophie to sort uniform	Carley/Sophie	
	Quiz Night to move to sept/Oct		
	Clothes collection – Sarah to arrange tell people now for collection in May	Sarah	
	End of year disco, Owned by Ami. In school time DJ possibly funding through PTFA	Ami	
	Summer End of Year Picnic/BBQ possible?		
	Circus Event possibly for school birthday	Sarah	