

**St Mary's Hampton CE Primary School,
Hampton PTFA Minutes of the Committee Meeting
Held on Wednesday, 22nd March 2023, at 8.00 p.m.**

Present: Ayisha Hitchcock (Chairperson)
 Lisa Mainwaring (Secretary & Year 1)
 Liz Weiss (Treasurer and Year 2)
 Laura Court (Vice-Chairperson & reception class rep)

In attendance:

Ewelina Detlaf-Popeda	(Teaching assistant & Year 3)
Helen Neilan	(Year 1 & 5)
Jenny Yiend	(Reception and Year 3)
Kirsty Urquhart-Davies	(Year 3)
Emilie Holden	(Year 3 - Class Rep)
Laura Court	(Reception - Class Rep)
Lisa Davidson	(Year 1)
Lisa Mainwaring	(Year 1)
Ruth McCann	(Year 6)

1. Introduction

St Mary's Hampton CE Primary School, Hampton PTFA Minutes of the Committee Meeting held on Wednesday, 22nd March 2023 at 8.00 p.m.
The Chair warmly welcomed all to the meeting in person.

2. Approval of the minutes of the meeting dated Wednesday 25th January 2023

The minutes were approved by the Committee.

3. PTFA Composition:

- Liz Weiss, the treasurer, has resigned. Emilie Holden (Year 3 - Class Rep) is considering doing the role and will feedback.

4. Playground update:

The PTFA to fund £6,000 towards the project.

Mrs Popeda to have a more in-depth conversation with Miss Gray about a sensory garden and Mr White about requirements and practicalities.

5. Updated on events PTFA have done Jan – March 2023:

1. Valentine's event.
2. Mother's Day event.

6. Treasury update:

- Cash from cake sales before Christmas 2022: £363
- Valentine's Day 2023: £551
- Mother's Day 2023: £101
- Balance Total (as of 22 March 2023) = £15,800 (minus £6,000 committed for the playground area) = £9,800

7. Year 6 Leaver's Party funding update:

- a. This year the Year 6 children raised money for their leaver's party / hoodies and Year Book. Going forward, the PTFA has offered to fund the Year 6 Disco and snacks so that in coming years, there only has to be minimal fundraising through small events at the school, e.g bake sales

8. Future events planned:

- a. *Easter egg hunt*: The new date is Bank Holiday Monday, 10th April. Costs of the event is £3 per child, or £5.50 per family
- b. *King's Coronation Fayre*: Saturday 13th May:
 - **Coronation Tea-towels**: Reminder to parents, tea towel forms are to be completed by Monday, 27th March (extended from 24th March) & children to do the design at home and bring in the artwork. β
 - **Raffle Hampers**: Each Class to do bespoke themed hampers – content provided by parents/ carers. Class reps to ask parents to put together a themed hamper per year. **DEADLINE FOR HAMPER ITEMS – FRIDAY 5TH MAY (they will be raffled at the Kings Coronation event)**
 - **Silent auction prizes**: The PTFA discussed the items we have secured so far with donations from Birdie Bikes, The Jolly Coopers and the Guitar Shop
 - Class reps to ask each class for help from parents re. securing prizes. **DEADLINE FOR AUCTION ITEMS: FRIDAY 21ST APRIL (auction will cease at the end of the Kings Coronation event on Sat 13th May)**
 - Stalls:
 - Elizabeth has kindly offered a donation of cream scones
 - ◆ PTFA need volunteers to run stalls! A volunteer Google sign-up sheet link will be sent to Year Groups in April (including BBQ- selling burgers and sausages). Each class is to man two stalls from 12-3. 10 volunteers per class are requested. Stalls to include:

- ◆ Temporary tattoos and face painting
 - ◆ Father's Day gifts
 - ◆ Cake (donations) from parents and coffee and drink stand
 - ◆ Jude's ice - cream
 - ◆ Uniform and books
 - ◆ Craft tables
 - ◆ Games and bouncy castle
 - ◆ Misc. – other tables, e.g jewellery etc
 - ◆ Tombola(s)
 - ◆ Beauty bar/ paint nails
- The band has been booked
 - Confirm which classes will run the following tables:
- c. *3 x Ice lolly sales over the summer*
 - d. *Bake Sales*
 - e. *Sportathon sponsorship (run, walk, swim – whatever sport or activity challenge you want to do) June – July. Prizes are to be awarded to the class which raises the most and to the individual who raises the most in the school. PTFA to produce sponsorship forms and pop into book bags in May.*
 - f. *Camping in June or July*

9. Parents' ideas/input for additional fundraising events. A parent quiz was suggested as a future event.

10. School uniform sale: Sophie Fenick and Victoria will do the uniform sales (not Fiona Griffin).

11. Amazon wishlists: PTFA is awaiting wishlists from the school

12. PTFA newsletter: Going forward, the PTFA is putting together a newsletter to inform parents how the money is being spent and what forthcoming fundraising events will be raising money for.

13. Date for next meeting: Wednesday 3rd May