**SMALLEY RICHARDSON ENDOWED PRIMARY SCHOOL**

**PTFA Meeting**

**Held on Wednesday 17 September 2013 at 7.30pm**

**1. Present**

Stacey Hudson (Joint Chair), Catherine Duro (Joint Chair), Suzanne Pancisi (Secretary), Julia Goodliffe (Treasurer), Matt Crawford, Fiona Lambourn, Lorna Taylor, Joanne Mellor, Katie Ufton, Sarah Banks, Sarah Pheasant, Alison Lyford, Pia Judson

**2. Apologies**

Steph Wass

3. **Minutes of the meeting held on Tuesday 27 June 2013**

 Minutes were agreed as an accurate record of the meeting.

4. **Matters arising**

 There were no matters arising not on the agenda

**5. Correspondence**

 Stacey told the committee about a fundraising company called My Child’s Art and has registered school; the idea being that each child does one piece of art and parents can turn it into a variety of things by ordering direct from the website, school will get a commission on anything sold. Stacey has registered us and we can discuss how and when to use this at a future meeting.

 We have received a letter from the Charities Commission regarding accounts, Stacey confirmed this is in hand

**6. Fundraising**

 The committee discussed fundraising events for the next year

 Race Night had been pencilled in for 18 October but following discussion it was decided not to go ahead with this event.

 October 24 to be a non-uniform day in return for donations for the Christmas Fayre

 **Christmas Fayre** to be held after school on 29 November 2013. Suzanne to order 3000 raffle tickets.

 **School Disco** to be held 16 December 2012 –

Classes R, 1 and 2 from 5pm to 6pm

 Classes 3 to 6 from 6.15pm to 7.15pm.

 **Bingo night** to be held evening of 24 January 2013

 **Easter Fayre** to be held after school on 10 April 2013

 **Suggestions for future fayres**

* Can we ask other organisations in the village if they want a stall – this is something we do at the Summer Fayre but it is something we can consider for the other fayres.
* Second hand stall for Build a Bear Outfits

 **Fundraising letter** –

 Catherine asked for volunteers to approach businesses regarding raffle prizes –Sarah B and Sarah P offered to look at the list and the letter and ask for raffle prizes for this year, Suzanne will email them all relevant details.

**8. Allocation of Funds**

 Matt asked if the PTFA would continue to fund the website license and text message service, the committee agreed.

**9. Any Other Business**

None

**10. Date of next meeting**

Thursday 7 November, 7pm at Rose and Crown