**SMALLEY RICHARDSON ENDOWED PRIMARY SCHOOL**

**PTFA Meeting**

**Held on Wednesday 27 June 2013 at 7pm**

**1. Present**

Stacey Hudson (Chair), Catherine Duro (Vice Chair), Suzanne Pancisi (Secretary), Julia Goodliffe (Treasurer), Matthew Crawford, Heather Buckley, Joanne Mellor, Katie Ufton, Mrs Boyles, Lorna Taylor

**2. Apologies**

Caroline Trivett, Stephanie Wass, Fiona Lambourn, Diane Evans, Kate Mason

3. **Minutes of the meeting held on Tuesday 21 May 2013**

Minutes were agreed as an accurate record of the meeting.

4. **Matters arising**

Matt gave a vote of thanks to the committee for the summer fayre and it was agreed that the fayre was a resounding success.

Suggestions for the future – for each class to take onus of a stall

Learning points for next year – put the sign out on the front fence, try and get more helpers, advertise more widely across the village, start planning much earlier

**5. Fundraising**

Suggestion of children drawing a picture that can be turned into a variety of products, ie mats, bags,mugs etc.

**Upcoming Events**

**Shows** - Week beginning 1 July 2013, Tues and Thursday

PTFA to sell raffle tickets on entry and ice cream during the interval. Heather to buy 200 ice creams for Tuesday performance and to possibly buy more depending on how many go on Tuesday.

Volunteers

Tuesday – Heather/Katie to do the door. Other helpers: Catherine and Stacey on ice cream with Katie

Thursday – Heather/Jo to do the door. Other helpers: Stacey and Julia on ice cream with Jo.

Raffle - £1 per strip

Ice Cream - £1 each

**Sports Day** – 5 July 2013

PTFA to give out drinks and a biscuit at sports day and sell drinks to parents (and ice creams if the weather is good). Heather to buy 40 cans, plus ice creams if anymore needed after the shows.

Volunteers

Julia, Catherine, Katie, Jo, Lorna, Heather

**Leavers Party** – Monday 15 July 5pm meal – disco with key stage two 6.30pm – 8pm

PTFA to take money for disco and sign children in and out. Also to serve drinks at disco. £2 on the door for key stage two children including drinks.

Volunteers

Lorna, Stacey, Julia, Catherine. Matt to help with signing children in and out.

**Auction night**

Discussion was held about the auction night; it was agreed to postpone the event and talk about it again next year.

**Fashion Show**

To be held Friday 21 March - £5.00 entrance with cheese and wine

**Race Night**

To be held Friday 18 October. Mrs Boyles to give Stacey the details of the company who could run the night. Catherine to talk to Heather in September about the food.

**Social**

Friday 19 July at Slice of India

**7. Treasurer’s Report**

Stacey and Matt have put in bids for the Early Years Outdoor Learning Project through school and ICT Improvements Project through PTFA. We have received replies from the Derbyshire Environmental Trust requesting more information and they are coming to school next week to look at the both areas. A decision on the bids will be made by 15 July 2013.

Stacey has sent an email regarding the Parish Council grant.

**8. Allocation of Funds**

Matt went to a conference where there were representatives from lots of schools that are using ipads to enhance lessons and got alot of information and ideas. He is beginning to get some quotes in, and explained that he’s not just looking for the ipads and secure storage but also training which he believes is paramount for staff to get the best use of the ipads and apps. Mrs Boyles told the group about how useful the new laptops are in class.

**9. Any Other Business**

Stacey, Catherine and Jo attended the new parents evening and got lots of positive feedback.

Catherine, as vice, will chair meetings in Stacey’s absence while she is on maternity leave.

**10. Date of next meeting**

Annual General Meeting – 17 September 2013, 7pm at Richardson Endowed Primary School