

## Nutfield Church of England Primary School

### Minutes of a PTFA Meeting held on Thursday 14 March 2019

#### Angels Attending:

Louise Jenkins, Sophie Russell, Simone Duncan, Roz Robinson, Becky Bhambri, Penny Hickey, Fran Dobson, Nicola Arnold, Trina Pearse, Lindsay Alexander, Lindsey Hardwick, and Lynn Hargreaves-McCallum.

#### Also attending:

Sue Eddington - Treasurer

#### Apologises:

Georgie Dowden, Natalie McKeever, Julie Barwick, Sarah Robson (Montgomery), Maxine Gray and Jonathan Hardwick

Actions	Discussion points
	Everyone was welcomed.
	<p><b>Actions and notes from last meeting:</b></p> <p><b>Touch screens</b></p> <ul style="list-style-type: none"><li>• Add some info to the newsletter re touch screens.</li></ul> <p>DONE</p> <p><b>Cinema Night</b></p> <ul style="list-style-type: none"><li>• Cinema night takings to be addressed</li><li>• Update list of who match funds and circulate list</li></ul> <p>ON GOING</p> <p><b>Summer Fair</b></p> <ul style="list-style-type: none"><li>• Send out info asking for gifts now for the next fair.</li></ul> <p>DISCUSSED BELOW</p> <p><b>Christmas Books</b></p> <ul style="list-style-type: none"><li>• It was asked how many are left – number wise.</li><li>• Look at combination tickets.</li></ul> <p>MORE THAN WE HOPED. TRY TO SEND LATER IN THE YEAR</p> <p><b>Constitution</b></p> <p>A few changes are still needed before it can be agreed.</p> <p>FOR NEXT MEETING</p> <p><b>Cycling Proficiency</b></p> <p>Years 5 and 6 only and at the end of School year.</p> <p><b>ACTION:</b> to be investigated</p> <p>UPADTE: Not taken forward due to safety concerns.</p>

	<p><b>Children in Need</b>  <b>ACTION:</b> the question to be asked on why and could we just do Ears and give a £1 or wear spots and donate a £1.  ON GOING</p>
	<p><b>From last meeting:</b>  <b>Summer Fair</b></p> <p><b>ACTION:</b> Any ideas for hampers to be passed to Louise and Sophie with costs please.  DISCUSSED TONIGHT.</p> <p><b>ACTION:</b> Simone to ask the Gin Man!!  ACTION TO BE CARRIED OUT</p> <p>Governors doing a drinks tent?  <b>ACTION:</b> Trina to find out.  DISCUSSED TONIGHT.</p> <p>Looking for freebies if anyone has any ideas or anyone has anything from their classroom parents...??  <b>ACTION:</b> please ask your parents. Louise and Sophie will confirm when.  DISCUSSED TONIGHT.</p> <p>Go Karting  <b>ACTION:</b> Vicky to find out.  ACTION TO BE CARRIED OUT</p> <p>Crafty Arts from the village to be asked if she would be interested.  <b>ACTION:</b> Trina to forward her details.  ACTION TO BE CARRIED OUT</p> <p><b>ACTION:</b> Sophie to ask on the Nutfield FB page if there are any business who would be interested.  ACTION TO BE CARRIED OUT</p> <p><b>ACTION:</b> Blue ducks from Bath Store – to investigate.  DONE – Nicola has investigated and asked if they can “sponsor” the event.</p> <p>Fire Station to be asked to attend.  <b>ACTION:</b> LHM to ask Godstone.  NEED TO CONFIRM TIME.</p> <p>Throw the sponge at the teacher (male!!).  <b>ACTION:</b> Head to be asked her thoughts.  DISCUSSED TONIGHT.</p> <p><b>ACTION:</b> Simone to ask if there is a longer cable.  DISCUSSED TONIGHT.</p> <p><b>ACTION:</b> to look at the books and toys in the garage to see what is in there.  DISCUSSED TONIGHT.</p>

Sue	<p><b>MEETING:</b></p> <p><b>Finance</b>  £3319.58 balance. This does not include bonfire money as it hasn't been cashed yet. Also the match funding is still to be included.</p> <p>Bags2School - £160  Disco - £680.04  PTFA Quiz night - £663.06  Year 4 cake sale - £108.01  Fireworks - £1539!!!!  Sachin Bhambri has match funded the quiz night and secured us another £350!!!!</p> <p>Can anyone match fund year 4 cake sale please - £108.01  ACTION: angels to ask their rooms.</p> <p>ACTION: Nicola needs a letter for match funding. Fran also needs one.</p>
	<p><b>Spelling Bee</b>  W/C 1<sup>st</sup> April 2019</p> <p>Prizes will include stickers, pencils and possibly seeds to attract bees. There will also be certificates.</p>
	<p><b>Other dates:</b></p> <ul style="list-style-type: none"> <li>• <b>Year 6 Cake Sale</b> – 3<sup>rd</sup> May</li> <li>• <b>Bags to School</b> - 9<sup>th</sup> May</li> <li>• <b>Cinema 20<sup>th</sup> May</b>  Film: Small Foot? or Mary Poppins? Film to be worked on.</li> <li>• <b>Year R cake sale</b> – 7<sup>th</sup> June</li> <li>• <b>Summer Fair</b> – Saturday 15<sup>th</sup> June</li> </ul>
	<p><b>Treasurer</b></p> <p>Max was thanked for everything she has done and for all her hard work. A gift has been purchased.</p> <p><b>New Treasurer (Joint role)</b></p> <ul style="list-style-type: none"> <li>• New Treasurers were nominated:  Fran proposed and Trina seconded - Sue Eddington.  Louise proposed and Nicola seconded – Beckie Bhambri.</li> </ul> <p>All were in favour.</p>
	<p><b>Summer Fair</b></p>

Nicola started to write to the “normal” people for raffle prizes. These will be clubbed together.

Discussed class hampers again.

**ACTIONS:** Agreed to save this idea for Christmas Fair raffle.

Discussed the advertising Boards – always sponsored by the same people.

**ACTION:** Beckie to ask Ralph James if they would like to sponsor something.

See proposed programme.

**ACTION:** Trina to speak to Leighton.

Got May Pole.

Lindsey to ask re tug of war.

**ACTION:** get tug of war rope!

**Food:**

Discussed selling of cakes. Roz volunteered to make (animal cupcakes) for sale. With Beckie helping. Year 2 to do the cake stall.

**ACTION:** containers for cakes. Simone to get quotes for holders.

Sophie has contacted the company re inflatables. Waiting for a quote and the man will come to see the site.

Louise’s friend will be there with her stall of scarves!

**ACTION:** anyone know of who may like a stall. Please let Louise/Sophie know.

Reigate Fire Station was contacted by Sophie. Lynn had contacted Godstone as stated in last minutes and time to shared. Fair will be 12pm to 3pm.

Ice Cream Van – booked. (Dermot).

Ice Cream bike - discussion was had, Bike could be bought.

Bessie to be asked to do her glitter and sparkles.

There was a discussion on face painting and having two people at the fair.

**ACTION:** investigate what is out there and see what is on offer.

**ACTION:** Beckie to ask Katie – “Festival Faces” – to ask cost and if she is happy with 20% percentage going to the PTFA.

**List of stalls**

• **Year 1 and reception:**

Teddy Tombola

Splat the rat

**ACTION:** Roz to make

Poo down the loo

**ACTION:** Nicola to provide a loo!!  
**ACTION:** Simone to find the poo!!

- **Year 2**  
Tea and Cake and the craft stall

- **Year 3**  
BBQ

- **Year 4**  
Bottle and sweet stall

- **Year 5**  
Gold fish game

- **Year 6**  
Coconut shy and Hook a Duck

- **Governors**  
Pimms Tents

There was discussion about having paper cups please!  
Maybe we could ask someone to donate them.

**ACTION:** Beckie to ask a few contacts re paper cups.

No Plant stall this year.

Hook a duck – Lindsey to make it / provide.

Red Nose Day for the future – discussed the issue of plastic and red noses.

**ACTION:** Angels to please ensure parents are aware now that they will be needed for setting up and clearing up as well as slots during the day.

**Easter Egg Hunt** (moved from last meeting)  
On Friday 29<sup>th</sup> March.

Discussed written clues and how it will work. Word to be: SPRING TIME

Louise and Sophie to think about the locations – different to other years.

£3.50 to enter. It's after school. Children at Turtles can join in then go back.

Discussion was had about “moving” clues, where to put them, how to ask, how it will work. Discussed stamps. Roz offered to make stamps with the letters so each child has a piece of paper and they hunt the stamps. Egg shapes to mark the stamp.

**ACTION:** stamps with numbers 1 to 10, paper with squares to stamp into, signs with eggs.

**ACTION:** Simone to make the 10 egg signs – colourful and numbered.

**ACTION:** Roz to make the stamps.

Everything on string attached to the signs.

	Children will get chocolate egg at the end. There will be nut free eggs for those that need them. Pay on the day.
	<b>Bags for School</b> There was discussion about whether the bags are recyclable.
	<b>AOB</b>  <b>Nut Free School</b> <b>ACTION:</b> Angels were asked to remind or highlight that Nutfield is a NUT FREE SCHOOL this includes when things are taken in and cake sales.  This will be going into the Parent Mail.  <b>End of Year “treat”</b> Simone said she was looking into the end of year “activity”. There are theatre companies that come in and can run an activity. Can be delivered to each KS. Both years would cost about £500 (for an hour).  <b>ACTION:</b> Beckie to find out about a story bus.  <b>ACTION:</b> date to be arranged.
	<b>Date of next meeting</b>  Thursday 25 <sup>th</sup> April – 8pm – The Station pub.
	<b>Meeting closed at 10pm.</b>