

Countess Gytha PTFA Committee Meeting

Meeting held: 17th January 2022 at Countess Gytha School

Meeting opened: 2pm, meeting closed: 3.15pm

Present: Nicki Rowlands (NR), Faye Lye (FL), Heidi Brownhill (HB) Dave Gordon (DG)

Apologies: Katie Sweby (KS), Peter Fletcher (PF), Jo Lavender (JL)

-Minutes of last meeting read & approved.

Matters arising-

-Still need to find a new location for another donation pot, possibly local farm shop or Cam's kitchen.

ACTION NR

-Charity status to be put on hold until we are able to have regular events on site as we don't believe we will exceed the yearly limit to require it before then.

-Christmas fair-very successful although ended up being virtual again using the patchwork site. NR & HB suggested aiming to hold the fair during last week of Nov or first week of Dec 2022 in order to not overwhelm helpers & school with events towards the end of term and so committee can enjoy other Christmas events too, as the fair is a lot of work. It will also give more time to put together an end of term fundraising report if we have the fair earlier.

Treasurer's report:

£3,300.83 in the account.

£1,000 of this allocated for allotment equipment.

We are aiming for £2,000 target as contribution towards playground sun shades.

NR suggested we aim to keep at least £1,000 in the account, so we have money available for event outlays, PTFA running costs etc. HB & FL agreed

School wish list requests & updates:

-Sail shades: still waiting on quotes and deciding final designs but DG would still appreciate the contribution offered by the PTFA once the shades are ordered.

-DG has informed parents that we are now spending the money raised for the polytunnel on allotment equipment as agreed. We now need a specific list of items required so that we can purchase them. **ACTION NR & DG**

-Teachers are currently deciding on class trip options and DG asked if a contribution to coach expenses to bring down individual costs to parents would be an option. All present agreed this would be the sort of thing we could help with but we were keen for donations to benefit the school as a whole rather than individual classes. DG confirmed that we would be looking at trips for 4 out of the 5 classes as Lancelot wouldn't be going- they have the residential trip later in the year. It was agreed that we can look at funding something for Lancelot which will balance out the contributions per class.

Future events planning:

-Bag2school 17th Feb KS has produced a lovely poster which is now up on the noticeboard. Discussed possibility of opening up donations from wider community. FL concerned with more donations may come more unsuitable items that Bag2school will leave behind for us to dispose of. Agreed it may be worth the risk, but will consider best way to approach this.

Next Bag2school booked for 9th June.

-Feb half term challenge Fundraisin' give out boxes of raisins and ask for children to return them with £2, 20p or 2p coins in, in celebration of 22.2.22 date over half term. Raisins to go out w/c 14th Feb, to be returned by 2nd March. Possible class prize for most raised-TBC

-Mother's Day (27th March) Flowers for Mums or special person. Maybe daffodils or primroses. Need to research costs of flower options.

Discussed whether an afternoon tea (actual or virtual) would be an option but need to consider further.

-Easter events: w/c 4th April Chocolate/Easter crafts raffle (split donation choices between classes to even out) mufti day before for donations (date TBC).

Discussed duck race (possibly make it an Easter bunny/chick race). Each class has a novelty rubber duck. Children then donate 50p to buy a roll of the dice. Each dice roll then dictates how far their class duck moves forwards in the race. More 50p donations = more dice rolls. Ducks are moved dependant on dice numbers. Therefore, it doesn't necessarily mean the class raising the most money will win as this depends on the roll of the dice. Needs more discussion.

-Summer Fair: NR suggested a festival style event rather than the traditional fair with stalls & games etc. More discussion needed!

AOB:

-Thank yous for Christmas fair raffle prizes to go out (letter/Email) ACTION PF

-Leaver's books: need to get permission slips for photos after half term, so we have plenty of time to design and order. ACTION NR

-AGM: due end March, must put out notification of meeting at least 21days before. Will need to know who wants to remain on the committee & any role changes asap. ACTION NR

-Committee members: NR suggested it would help communication with school and support for events if we had a member of school staff on the committee. DG offered to bring it up in the staff meeting he was about to hold. HB pointed out that the teachers were already so busy and that perhaps a T/A might be best to take the role. FL suggested either Mrs Hills or Mrs Sherry as both are very enthusiastic and helpful with our events already. NR agreed this would be a good idea. ACTION NR & DG.

Next meeting:

Date TBC (before Easter events).