

Roberttown CE (VC) J and I School PFA
Minutes for the meeting held on 2nd May 2018
The Star Pub, Roberttown

Present : Louise Wood (LW), Steph Mott (SM), Rachael Carr (RC) Amy Robinson (AR) and Anna Walsh (AW)

Apologies : David Hall (DH) Kathy Scott (KS) Louise Laing Cole (LLC)

1. Last Meeting :

The minutes from the previous meeting held on the 31st January had been checked and approved. There were no further matters arising from this.

2. Election of Officers :

Hand over from the previous Chair Sarah Gore (SG) was acknowledged and an appreciation of the hard work that had been achieved over this transitional period. Thanks were extended to all PFA for their commitment over the transitional period and their support for school events, preparation and organisation. Anna Walsh was proposed as Chair and was unanimously sustained to this position. As Anna Walsh (AW) was the serving Secretary, it was proposed and sustained that Rachael Carr (RC) would take on the role of Secretary.

It was also re-proposed following the introduction of the GDPR data protection changes which will come into effect on the 25th May 2018, that a PFA network needs to be created in order to develop a strong framework of parents who can be contacted to help with various PFA events run through out the year, including parents/ carers who want to be active in the PFA but are unable to attend meetings. This was discussed and Anna will look into this with school admin to work out the best format for this namely; Parent mail, Social Networks, email or text to develop this in accordance with the new GDPR framework.

3. Treasurer's Report :

No formal report was available at this meeting however it was noted that the PFA coffee afternoon was well received. A total of £432.16 was raised, with costs removed the profit total was £389.49, with a donation of £20 from the Trade craft stall which was kindly received. It was noted that this total is again down from the previous Coffee Afternoon but that this profit was still an excellent total for an afternoon.

4. Review of Previous events :

4.1. Mothers' day gifts of plants were well received and popular, and this will be looked at in comparison to gifts purchased for previous years, to enable the PFA to provide the best choice and selection for the children to choose from.

4.2. Activity evenings will no longer be run due to the cross over with after school club and the fair opportunity for these children to attend without facing additional charges for these events. It was noted that these events were successful and popular and will be replaced by other events in the calendar. Thanks were extended to all involved in these activity evenings who helped to make them successful and enjoyable for all.

5. Planning of future events:

5.1. Fathers' day stall for June: The gifts need collecting from the supplier, they need wrapping, and the supplier needs paying. Rachael Carr agreed to contact the supplier of the gifts to arrange collection and request an invoice for any monies owed.

5.2. Race night: had previously been suggested to take place on the 28th September, however this will need to be changed due to the event organiser David Hall having other commitments which clash with this event. It was suggested that a beetle drive or chocolate bingo will replace this event

5.3. Sports Day: It was suggested that the PFA could provide refreshments such as cakes, drinks, hot dogs, tuck shop. Logistically this could provide a challenge, especially due to sports day being weather dependent and attendee numbers varying.

5.4 Summer Fayre: The following is a list of events, stalls and activities which have been discussed for this year's summer fayre. Another informal meeting to formalise the summer fayre may need to take place and this will be arranged if needed.

EVENT	INFORMATION/ SUMMARY
BBQ	Same amount as year before of quantity apart from less onions were needed. Charge the same as previously, £2.30 Burger, £2.50 with cheese and Hotdogs £1. This stall is popular rain or shine and will continue as normal.
TEA ROOM	Same as previous year, 50p hot drink and £1 scones. Again to do Strawberries and cream 50p which previously all sold out. 50 scones were available last year, all sold.
CHILDREN'S REFRESHMENTS	These will be made available outside for the various activities which are outside. It was proposed that this could be by the BBQ so that this reduced confusion to where refreshments and food could be found.
ICE CREAM VAN	It was not clear who provided ice creams last year and how much of a donation was received from this - Steph Mott to chase up this. It was suggested that any local ice cream vans are stopped and asked about availability and how much of a donation they can provide.
CAKE STALL COMPETITION	Cancelled due to lack of interest in previous years.
LOTTERY TICKETS	Lottery tickets need to be purchased. The prize money will increase this year. This will be checked in relation to budgets. Previous years 4000 tickets were ordered. It was proposed and sustained that 3000 tickets would be a better figure and reduce any waste.
WATER SLIDE	As last year, to be run by Louise Wood.

EVENT	INFORMATION/ SUMMARY
COCONUT SHY	It was noted that the coconuts have a high expense value and many coconuts which were won on the day were found broken and smashed around the school grounds. This waste is not sustainable and the shy will be changed to a tin can with a sweet / chocolate prize for a win.
JAR STALL	This will continue, but this year there will be a winner each turn.
BOTTLE STALL	This again remains popular, a non uniform bring a bottle day will continue. Anna Walsh to arrange this with admin to check appropriate day for this to occur.
WHITE ELEPHANT	Same as previous year. Donations welcome.
PERFORMANCE SHOWCASE	It was suggested that both Lauren J dance could be asked to perform at the event as well as the cheerleaders. Each would need to perform outside as logistically it is not safe to hold this in the hall.
5 ASIDE FOOTBALL	Steph Mott to arrange 5 Aside competition.
TOMBOLA	Adult and child into one stall as previous year.
DRY STALL	Empty plastic cups to be sent out again.

Other suggestions to be formulated into the day include: A continuation of the under 5's area with hook a duck and sand pit area. Jam Jar table pong was also suggested. This was a popular suggestion but will need to be prepared and made for the fayre.

Advertising will continue as normal. It was suggested that a poster could be designed to hang in local shops and supermarkets to promote this event to the wider community.

Also suggested was soak the teacher or tape the teacher. This could be a good event and would need minimal preparation.

Next year a suggestion of a scarecrow festival element was warmly received as a community focus could be achieved with a trail around Roberttown leading to the fayre.

5.5 Summer Disco:

Summer disco to be arranged. No formal date has been proposed as yet Anna to speak and coordinate this with school.

6 Any other business:

As mentioned in previous meetings a notice board which showcases the PFA events, total and achievements will be visible for visitors, parents and carers entering the school.

Additionally photos of the PFA elected officers will be featured on the board and on the school website.

The new parents meeting also needs a member of the PFA to speak and address the new parents to highlight the PFA.

7. Date of next meeting :

To be arranged for the first or second week of September.