## PTFA Committee Meeting Tuesday 14<sup>th</sup> January 2025 7.30pm, Cannon Inn

Co-Chair

Co-Chair

Teri Murphy (TM)

Georgia Trengove (GT)

Present:

Georgia Trengove (GT)	CO-Chair	
Henry Odbert (HO)	Deputy Chair	
Ant Tribble (AT)	Treasurer	
Janine Rudling (JR)	Secretary	
Discussion		Action Owner
Review previous minutes from 9 <sup>th</sup> December 2024 (	(for review and approval)	
Amended to minutes of 9 <sup>th</sup> December 2024 to reflect that Elfridges (Christmas		JR
fete) was well organised, generated more interest than previous years, was well		
used however, made a loss.		
Review of actions from meeting on 9 <sup>th</sup> December 2024		
Actions reviewed – see action tracker.		
Upcoming events: (break the rules day, disco, quiz night, book fair, enterprise task,		
Easter hunt/trail, penny wars, wreath making workshops, colour run)		
Colour run planning to be carried forward to next Committee meeting to discuss		
options of entry fee and sponsorship, and how this will be managed (i.e utilise		
SUMUP for those entering external from the school; and school gateway for		
families of the school. Committee to understand what actions are required for the		
event to claim GiftAid. Action (January 2025): JR to	add to next agenda.	JR
Spending priorities:		
a) Book purchase request		
Action (January 2025): A grant has already been iss	ued, once this has been used	
then AP will be able to apply for a further quote to support the purchasing of		ТМ
books. TM to update AP.		
b) Willow dome update		
Willow ordered and paid for. Plan to install weeken	ıd of 24 <sup>th</sup> January.	
c) Play equipment update and next steps		
GT met with Pentagon Play week commencing 13 <sup>th</sup>	January. Two options for play	
equipment have been reviewed. The costings are higher than anticipated due to		
the type of flooring required, for safety reason		
equipment.		
Action (January 2025): Three quotes for the play equipment will be obtained and		GT
brought back to committee, and shared with Mr P	ope. Committee proposed for	
this fundraising campaign to span two academic	c years due to the high cost	
involved, with priority being given to the KS2 play ed	quipment. The reason for focus	
on KS2 in the first phase is in recognition of the sens	ory garden work underway for	

KS1, as well as accepting that this will be an attractive selling point for KS2 which	
is visible on entry to the school.	
d) Sensory garden	
Actions (January 2025): Next phase is focussed on the benches and planters. TM has requested quotes for the benches. TM to share details of what is required with GT – GT to contact Wickes for a quote. AP has raised concern at location of the garden due to access required by the care taker. TM to upload initial plans and images to the shared drive for all Committee to view. TM to update Committee once quotes obtained.	ΤM
Evaluation of committee & devolved roles	
Committee feedback was positive. Reflection that the Committee is newly established and learning roles. Recognition of each person's contribution, skills and knowledge of PTFA. Recognised that more regular meetings are supporting the ongoing communication between members.	
AOB:	
<u>Plant Request</u>	
Action (January 2025): A request for funding has been received to purchase plants for inside the school. Committee agreed further information is required on the number and type of plants required, and consider other ways of sourcing. TM to action.	ТМ
Thermometer Funding Display	
HO updating display – in progress.	
Pig Racing	
Action (January 2025): HO proposed another fundraising idea – an adult only event: pig racing. A local company support hosting the event. Discussed how this might work as a 'pig, pint & pizza' night. The company has published large fundraising achievements. HO to gather further detail on costs and bring back to next Committee meeting for further discussion.	НО
Next Meeting	
Date TBC. Next meeting to be face to face. Action: JR to set up next meeting date	JR
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