

FAIRFIELD PRIMARY PTA MINUTES– 8th January 2020

In attendance

Jaimie Clegg (Chair), Terri Tassiker-Tunstall (Treasurer), Rachel Griffiths (Treasurer), Geoff Downie, Clint Stamper, Mhairi Walker, Kay Pitchford, Becca Dunlop, Chris Steele, Rob Barton, Becky Tibbs (Secretary)

Apologies

Linda Wood (Vice Chair KS1), Michelle McGibbon (Vice Chair KS2), Jane Goode

1. Christmas Fayre and Bake-off feedback

- Final total still to be confirmed, estimated we raised about £2600 (approx £2900 raised last year). The difference is possibly due to having to buy more materials (increased expenditure).
- Change in time/day was successful, good atmosphere and busy.
- Advertise carols start time more to increase the audience at the end.
- Mulled wine/refreshments in a more prominent place?
- Santa was excellent. Queue for Santa was long, better to have timed slots like last year and manage the amount of time each child has.
- Toy stall was good value. There were 2 blank stalls as people didn't turn up. Could ask for the deposit in advance to ensure people come.
- Some confusion on where to bring cakes in the morning, could work better just having one place for all age groups.
- Try to ensure prizes are spread across entrants, not the same family. Consider having a small prize for every entrant (eg wooden spoon with engraving/sticker on the end).
- Loads of cakes, a number of people brought them back. Consider selling whole cakes in addition to selling in slices. Have a clear price list for the cake stall.

Chris confirmed that space in the library cupboards has been cleared out so we can store perishables inside, rather than in the shed.

2. Christmas Disco feedback

Approx £600 raised, some children paid on the door, however, many children did not pay (1 in 3?). We had not planned for that amount and we had to go to the shops twice during the disco for extra sweets/crisps etc. The DJ had a technical problem at the start of the Nursery/Reception disco, the children had their snack whilst he fixed the equipment.

3. Valentines disco 12th February

DJ is booked. Following feedback from the Christmas disco people will be asked to pay £3 on the door and come in through the Year 5/side entrance. We will need to plan for everyone coming and buy enough supplies to cover this. **Need to buy sweets (Haribo bags to keep it simple), crisps, squash in paper cups, and think of replacement for glowsticks. Balloons needed for Nursery/Reception** (good idea to bring balloon pumps and prepare some before the disco starts if possible).

Becca to do comms starting 31st January, reminders 5th February and 10th February (by text). Rob can also send messages out on Dojo and send details to staff.

4. **Accounts/funding**

Rachel/Terri will confirm our funding total - estimate is about £6,000.

STEM lab is the next project. Kay has submitted a lottery bid and Erin has also applied for other funding (in addition to the Sellafield funding secured). **Erin will provide funding costs required from the PTA when known.** She is looking at the potential to host a week long event in March and invite other schools to use the lab. This could form part of the launch of the lab – the school will arrange publicity for this.

Kay has funding sources provided by PTA members to investigate. She also suggested having projects of around £500-£2000 that were ready to go and could be used to target funding pots. **Chris/Rob will discuss this with the Senior Leadership Team, ask staff and link into the School Councils. Rob will come back to the PTA with ideas and projects.**

Kay will report back from an information session about possible funding from Metalcraft (an organisation starting work at Sellafield).

Kay will set up internet fundraising accounts (eg Amazon Smile, Easy Fundraising) when she has the PTA's bank details. Becca can do comms to promote this when set up.

Chris updated on the school field plans and should know soon what the indicative costs will be. When the project reaches the next stage of development there will be a clearer programme of work/projects that the PTA could link to.

Tesco Bags of Help scheme has reopened but we need a specific project to enter and we are disadvantaged by not having a store close by. One Stop could be a better option once we have a specific project as they also do this type of scheme. Bag packing at Sainsburys could be used when we get nearer the opening of the field.

5. **Communications**

Jaimie/Becca will prepare a newsletter with details of recent events, fundraising achieved, what the PTA has supported/funded and future projects.

6. **AOB**

Mhairi suggested tea towels as a fundraising idea, prepared and ordered in September/October and for ready for Christmas. This could be done by year group/classes, and on alternate years (doesn't have to be done every year).

Rob queried what the Carnival theme was this year – Linda/Hannah had previously suggested it would be based on trees.

PTA require another or bigger shed, and more plastic storage boxes/better boxes. Becca volunteered to sort out the shed if others want to help and a date is agreed.

Uniform sale to be held towards Easter so it could be held outside – date to be confirmed. Chris to think about how this will work – suggestions are to request donations, then host a sale, promoting positive messages and benefits of recycling. In future, people could come into the office so it is always available if needed. Uniform is currently being stored in the KS1 canteen undercroft.

7. **Next meeting – 5th February**