

# *St. Mary's PTFA*

## *Minutes October 1<sup>st</sup> 2024*

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**Attendees:** Amy Ingham, Kirsty Nightingale, Chloe Rogers, Margaret Rogerson, Annette Root, Emma Southern, Jeni Wilson

**Apologies:** Angela Catterall, Nadine Ormshaw, Joanna Robinson, Patrick Smyth

- **Distribution of Minutes ( AGM 12<sup>th</sup> October 2023)**

- **Welcome/Introductions:**

PTFA Chair Jeni Wilson expressed disappointment that out of 160 families in the school community only 3 parents had attended the meeting. It was acknowledged that parents support the PTFA events very generously both financially and in terms of volunteering their time to set up PTFA events and attend them with their children. The level of donations the PTFA receives towards tombola prizes is always amazing. However, the group agreed that more input from parents via the few PTFA meetings held each year would help to generate new ideas and ensure the school has the support needed to continue to deliver the existing events. Kirsty Nightingale commented that parents should attend to get their suggestions heard. She stressed how important the PTFA events were in terms of generating memories and much needed funding. Amy Ingham suggested time was always an issue for families with young children.

Annette Root referred back to her comments on the minutes from the last PTFA meeting (30/4/24) *'events should only be expanded when PTFA attendance/support enabled this. Too many events falling on the shoulders of too few volunteers will compromise the success of the projects...The PTFA fundraising events will have to be kept to a manageable level or shared more evenly amongst the wider school community.'*

It was suggested that each year group might organise low-key fund raising events throughout the year or support a stall at the main school fairs. The group agreed that, with limited active PTFA members, low key events requiring little manpower were more favourable.

- **Election of Officers**

All current officers present agreed to continue in their roles:

Chair            Jeni Wilson/Emma Southern offered to assist Jeni with her role as cochair.

Treasurer Margaret Rogerson

Secretary Annette Root

- **Finance**

Treasurer, Margaret Rogerson confirmed a balance of £7,345.89 (7/8/24).

In addition to the annual transfer of funds towards supporting school trips the PTFA has also paid for the presents from Santa, events insurance, year 6 party.

Jeni requested the amount transferred directly to school funds is increased to £2,500 for this school year. This will enable the school to continue with the Ebb and Flow book scheme in school.

Emma Southern and Annette Root suggested that some funds could be directed towards improving groundworks on the junior trim trail. With the school's parliament now up and running, it was suggested this might be a good source of ideas from the pupils.

- **Summer Fair Review**

Group agreed the Summer Fair had been a success. The return of the donkeys and bouncy castle was welcomed, as was the hair braiding. There was plenty on offer and this was reflected in the funds raised. Margaret agreed to provide a breakdown of the money raised by various stalls to help in planning stages of next year's fair at a later date.

- **Ladies Night Update - 27<sup>th</sup> June 2025**

A proposed Ladies night was scheduled to take place on the 27<sup>th</sup> September at Chorley Football club. It was planned as a less formal 'party' evening without food, to counter rising catering costs which was pushing up ticket prices. There was a low uptake on tickets and the event was cancelled.

This has historically been a popular event and Jeni Wilson has agreed to organise the event once again and has booked St.Mary's Parish Centre for 27<sup>th</sup> June 2025.

- **Monster Ball/non- uniform fancy dress day – Thursday 24<sup>th</sup> October** All children will be able to wear non-uniform costumes in return for a £1 PTFA optional donation.

After school, Lancs Ice Queen Events, will manage a 'Monster Ball/party' in the school hall. It is intended to be two separate scheduled events:

3.30pm –4.30pm: reception – year 3

4.45pm – 5.45pm: years 4-6

NB dependent on demand, these sessions maybe merged.

**Action Points:**

Jeni Wilson: Communication with parents.  
Chloe Rogers: Liaison with Sam (Lancs Ice Queen events) re organisation of the event itself(games/activites, music, prizes) .  
Ticket sales - Chloe will liaise with Jeni  
Drinks/snacks - Chloe will organise drinks and crisps.

PTFA event volunteers: Chloe Rodgers, Angela Catterall, Shiny Graykin, Kirsty Nightingale, Nadine Ormshaw

• **Christmas Fair – Friday 6<sup>th</sup> December**

**Non – uniform days: 29<sup>th</sup> November – (toys/chocs)  
6<sup>th</sup> December – (bottles)**

Annette root submitted the Christmas Fair checklist for 2024.

An earlier start date of 5.30pm was confirmed.

Various items and action points as given on the checklist.

**Action Points Summary ( see check list for full details):**

Emma Southern: Selection boxes: Grotto/junior gifts (265) explore if these could be delivered directly to school  
Jeni Wilson: Communications, Santa administration/bookings  
Amy Ingham: Cans  
Margaret Rogerson Floats/ tombola tickets:  
Annette Root Hot Dog shopping, volunteer rota