

St. Mary's PTFA

Minutes April 30th 2024

Attendees: Amy Ingham, Chloe Rodgers, Margaret Rogerson, Annette Root, Emma Southern, Jeni

Apologies: Emma McLaughlin, Nadine Ormshaw, P.Smyth

Agenda Item: Welcome, Introductions, Financial Update

Treasurer, Margaret Rogerson, confirmed a balance of approximately £6,060 and confirmed that £2000 had been transferred to school finances and allocated specifically to help to fund school trips for the 2023/24 school year.

The PTFA have also committed to funding gifts/refreshments for the Year 6 Leavers Mass.

There were several proposals put forward for future spending including:

Infants/junior outdoor play improvements

Hall Floor/Doors.

Margaret suggested a list is drawn up of items for consideration for the coming year.

Agenda Item: Ladies Night

Ladies Night was first introduced in 2006 to celebrate the 25th anniversary of the 'new' school site. Whilst it comes under the PTFA umbrella, in previous years it has been organised largely independently via Jeni Wilson. Last year, Angela Catterall took over the organisation, with communications from the school office and support from the rest of the team with the room set up.

Faced with increasing costs, particularly for catering, it has been increasingly difficult to meet high expectations and keep the ticket price to a reasonable level whilst maintaining profitability.

After discussion, it was decided to refresh this event, on a more informal level, keeping the popular fun elements, but allowing more flexibility on décor and catering.

Ideally, it was hoped a team of volunteers would take over the management of the event. This has not materialised, but Emma Southern agreed to explore running a less formal party evening, later in the year.

This would be called, 'Ladies Party Night' and scheduled for Friday 27th September. It will be less formal e.g. no table plan (although areas may be sectioned by class), no table cloths, no flowers. There will be a DJ and supper (hot pot/pie and peas). Ticket prices will be set at £10-£15. Items for the raffle could be gathered from Summer fair donations and a 'drinks voucher.'

Annette Root commented that all arrangements would need to be made before the Summer break.

Action Points:

- **Book Venue for 27th September**
Margaret Rogerson to enquire at St.Mary's Hall or Chorley Football Club and organise the raffle.
- **Emma Southern agreed to lead the event and book DJ and food etc. (Chloe suggested Café Fresh)**

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- **Agenda Item: Summer Fair**
- Proposed Date – Friday 28th June
- Non-uniform days – bottles - 28/6/24, toys/chocs 21/6/24
- Hot dogs in the quad (as last year)
- Cans/cold drinks only
- Proposed stalls:
 - Drinks tombola
 - Toy tombola
 - Stocks
 - Shoot out
 - Hook a Duck
 - Tin Can Alley/Ice cream cone games

Early Action Points:

Book ice cream van	– Emma Southern
Enquire about donkeys	– Emma Southern
Enquire about inflatable assault course	- Amy Ingham
Enquire about Sweet Shop	- Chloe Rodgers
Update and circulate check list	- Annette Root

- **Agenda Item: Christmas Fair**
- Proposed date: Friday 6th December
- **Agenda Item: Other Business**
- Emma Southern proposed a return of the Monster Ball and a proposed date of 23rd October 2024 was agreed. It was suggested this would be in the school hall after school with a session for KS1 and a later session for KS2. It is intended that the children will be unaccompanied, which will require careful allocation of volunteers to cover health and safety ratios for staff supervision.

Members were keen to develop the number of events provided by the PTFA, particularly in light of the reduced funding due to decreased intake for September 2024. Annette Root suggested that events should be expanded only when PTFA attendance/support enabled this. Too many events falling on the shoulders of too few volunteers will compromise the success of projects. We have 8 weeks to the Summer Fair, on return to school in September, there will be just 3 weeks to the Ladies Party Night, followed 4 weeks later by the Monster Ball and the Christmas Fair just 5 weeks after half-term. The PTFA fund raising events will have to be kept to a manageable level or shared more evenly amongst the whole school community. One suggestion was each year group managing a stall at the two main fairs or managing an additional class fund raiser over the school year.