

**Minutes of the P.T.F.A. Meeting
Hill View Primary Academy, Bournemouth
Thursday 7 May, 7:30pm**



Venue:

The Crown, Broadhurst Ave, Bournemouth

Attendees:

Rachel Herring - **Chair**, Sam Anderson-Parker – **Co-Chair**, Alistair Patten – **Treasurer**, Michelle Birkett – **Assistant Treasurer**, Lorraine Davies – **Secretary**, Nickie Moorley & Jen Coulter – **General Committee Member**, Anton Wheatly – **Parent / Guardian**

Apologies: Jo Smith – **General Committee Member**, James McMullen & Jo Porter – **Teachers**

1. Apologies

Jo Porter, Jo Smith & James McMullen had sent apologies prior to the meeting.

2. Minutes and Actions from the last meeting

The actions from the last meeting were reviewed and signed off.

ACTION - The Colour Run Risk Assessment has been prepared and ready for review by Rachel H/Sam A-P.

ACTION – Lorraine to go to Redhill Fire Station a few days before the Colour Run event reminding them of our event.

ACTION – Sam A-P is going to check the options for power at Slades Farm. Failing this Anton W has chargeable speakers we can have on loan.

ACTION - All members of the PTFA to bring along water pistols (super soakers) to the Colour Run.

3. Treasurer update

Nothing additional to report since the last meeting.

4. Upcoming events

4.1 Colour Run – 18 May, 1pm

The school have purchased new high viz jackets, which will be on loan for PTFA helpers at the event.

Participants will be sorted into groups of 50 and be provided coloured wristbands for each group.

PTFA members to arrive at 11:30am and all other helpers 12:15pm. Meeting point will be by the Café.

We need to remind participants to bring a water bottle, towel & protective eyewear.

The map of the route and start point was discussed. Posters will be created to warn passing pedestrians of the event and an area taped off.

Colour Run photos will be taken on the day by helper Anton. It would be great to use the colourful images on the school website and TV in the office.

ACTION – Anton to provide Rachel with text to publish to parents / guardians on the use of photos.

4.2 Summer Fayre – 21 June, 5-8pm

Aton offered additional large vinyl poster printing.

Over 30 prizes received so far for the raffle, with a good range of items to be won including days out, dining, cash, services.

ACTION – Lorraine to include ‘The Floor is Lava’ on the Risk Assessment for the summer fayre. The Floor is Lava course will be set up on the Adventure Playground.

Changes are being made to food offerings to speed up BBQ service.

ACTION – Jen to design the layout of the playground for the stalls.

5. Date of next meeting

Tuesday 4 June, 7:30pm The Crown.

6. Any other business

Future ideas discussed, as follows:

- After school cookie sales (as a change from ice lollies).
- Instead of a Christmas Fayre for this year, would be to host festive breakfast/brunch/ lunch with a visit to Santa’s Grotto. Alongside this, an Elves workshop ‘Elfridges’ whereby in return for mufti-day gift donations, children can buy loved ones a small gift.
- After-school movie.

The meeting finished at 21:55.