

**Minutes of the P.T.F.A. Meeting  
Hill View Primary Academy, Bournemouth  
Wednesday 20 March 2024, 7:45pm**



<b><u>Venue:</u></b> The Crown, Broadhurst Ave, Bournemouth
<b><u>Attendees:</u></b> Rachel Herring - <b>Chair</b> , Sam Anderson-Parker – <b>Co-Chair</b> , Alistair Patten – <b>Treasurer</b> , Michelle Birkett – <b>Assistant Treasurer</b> , Lorraine Davies – <b>Secretary</b> , Nickie Moorley – <b>General Committee Member</b> , Jo Porter – <b>Teacher</b>
<b><u>Apologies:</u></b> Jen Coulter – <b>General Committee Member</b>

1. Apologies

Jen Coulter had sent her 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 – Lorraine to draft the Risk Assessment for the Colour Run.**

3. Treasurer update

Rainbow Raffle - £401 profit.

Disco and Magic Shows - £1,900 takings equalling to a £1,300 profit.

4. Upcoming events

4.1 Rainbow Raffle – 22 March

Lorraine and Nicky will collect up the donations on Friday morning and make up the hampers ready for the draw to take place the following Monday.

4.2 Colour Run – 18 May, 1pm

The route for the run has been agreed and mapped out.

As participants arrive, start times will need to be staggered. Volunteers are still needed.

A warm-up area with music and exercises, pre-run, will be led by Alistair. Sam is also looking into a bouncy castle.

**ACTION – Lorraine / Jen to go to Redhill Fire Station to ask directly about the possibility of a Fire Engine attending the run to hose people down.**

**ACTION – Nickie to make enquiries to have a generator and speakers for music.**

**ACTION - Readdress at the next meeting the possibility of contacting the Bournemouth Echo for coverage.**

#### 4.3 Summer Fayre – 21 June

We have received good raffle prizes and this year's sponsor is House and Son.

**ACTION – Sam to speak to House and Son about the raffle prize they wish to donate and arrange advertising.**

**ACTION – Rachel to contact Outer Limits or Blitz disco to check availability for music at the Fayre and dance area.**

It was agreed to provide additional seating to last year. Sports benches or lunch hall tables will be made available.

#### 4.4 Year 6 Leavers' Lunch – 22 July

**ACTION – Rachel to contact Chips Ahoy to use as a supplier.**

#### 5. AGM date

It was agreed that we will need new people to join the P.T.F.A. for the 2024-25 year. Some current Committee Members will be leaving due to their children no longer being at Hill View.

The date for the AGM will be Tuesday 24 September, 7:30pm at The Crown, Broadhurst Avenue, Bournemouth.

#### 6. Future ideas

- Adult silent disco.
- Summer Music Festival.
- Bongo Bingo.
- New Uniform sale days.
- Santa Grotto Day.
- Christmas Fayre.

#### 7. Any other business

**ACTION – Lorraine / Jen to investigate an online shop for the sale of new Uniform.**

Next meeting date Tuesday 7 May, 7:30pm.

The meeting finished at 22:10.