

Minutes of the P.T.F.A. Meeting
Hill View Primary Academy, Bournemouth
Tuesday 4 June, 7:30pm



<u>Venue:</u> The Crown, Broadhurst Ave, Bournemouth
<u>Attendees:</u> Rachel Herring - Chair , Sam Anderson-Parker – Co-Chair , Alistair Paton – Treasurer , Michelle Birkett – Assistant Treasurer , Nickie Moorley & Jen Coulter – General Committee Member , Jo Smith – General Committee Member , James McMullen & Jo Porter – Teachers , Chris Phipps - Parent
<u>Apologies:</u> Lorraine Davies – Secretary

1. Apologies

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

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.

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

3. Treasurer update

Almost £800 raised by the Colour Run, combination of ticket sales and sponsorship.
Costs and prize for winning year group to be deducted.

4. Upcoming events

4.1 Summer Fayre – 21 June, 5-8pm

Roll a Coin and Giant Cards games to be dropped due to lack of volunteers. Space to be replaced with extra seating.

Anton Wheatly has kindly donated the Summer Fayre banner. This has been hung outside the school.

Raffle ticket sales and Fun Zone tickets will be available for sale from school reception most mornings and evenings for two weeks prior to the fayre (starting

10th June). CASH ONLY. Both will be available on the day, but we HIGHLY RECOMMEND that they are purchased before the event.

Enquired about logistics of potential fire engine attendance and approval received. Awaiting confirmation from firefighters.

Risk assessment has been done and passed to Mike (caretaker). Plan of stalls also provided.

BBQ has been dropped off at the school.

Motorbike barriers to be used to block off entrance to the school. PTFA cupboard to be used for easy access on the day.

Fruit & other last-minute items to still be purchased, but many more.

ACTION – Lorraine to follow-up with Redhill firefighters regarding attendance

ACTION – Alistair to look for B&M receipts for slush puppy packs

ACTION – Sam to PAT test new freezer for use at Summer Fayre

ACTION – Additional 64 hot dog rolls required

ACTION – Sam to follow-up for final payment from stall provider

ACTION – Sam to pass face paints to Jo Porter for testing prior to event

ACTION – Year 4 now requested to bring chocolate or £1 instead of cakes

4.2 Krispy Kreme – 22 July

End of term treat day. Potentially Monday 22nd July. £1.25 per doughnut. Pre-purchase prior to event.

ACTION – Rachel to post on Classlist after fayre for people to purchase

4.3 New PTFA volunteers

PTFA members required for next year.

ACTION – Arrange attendance at new starter school events to encourage volunteers

4.4 Breakfast with Santa

Dining room to be grotto, hall for breakfast. Potentially do it as a Sunday brunch weekend. Details to be confirmed.

5. Date of next meeting

AGM 24th September. Time and location tbc.

6. Any other business

Huge thanks to Anton Wheatly for the Colour Run photographs. Also, to volunteers on the day and the Redhill firefighters for making it such a fantastic day.

ACTION – Reception prize for Colour Run sponsorship to be arranged

ACTION – Sam to email Slades Farm to follow-up post Colour Run

ACTION – Sam to ask about tea/coffee/soft drinks at Shining Stars event

ACTION – James to reach out to Paultons Park about inset day tickets

Future ideas discussed, as follows:

- Sponsor for the fayre cannot get for sale boards done in time. Interested in potentially sponsoring the Christmas event
- More ideas needed for next year's events. Some include Farm, Festival, Bingo, Disco, Bake-off, Bounce Athon, Colour Run, Legoland tickets etc.

The meeting finished at 21:15.