

Northlew PTFA AGM Minutes

Date:	Thursday 23 rd September 2021	Location:-
Time:	3.30pm	Northlew Village
Attendees:	Katherine Cole (KC) (<i>Chair</i>), Louise Fewings (LF), Elaine Tidwell (ET) (<i>Minutes</i>), Sarah Hancock (SH), Jo Dryden (JD), Hayley Canham (HC), James Canham (JC), Jade Hatt (JH), Becky Vallance (BV)	
Apologies:	Rosie Foulger	
Agenda		Actions
1	Admin – Welcome New Members and New PTFA Roles	
	<p>KC informed the committee that the following members have formally stood down from the PTFA: Michelle Hughes, Gemma Dufty and Mel Nash. We would like to thank them for all their hard work during their time with the PTFA.</p> <p>KC agreed to formally take on the role as Chair, thanks go to Louise Fewings for her commitment and the amazing job that she did during her time as chair.</p> <p>SH agreed to take on the role as Secretary.</p> <p>JH kindly agreed to continue as Treasurer for another year.</p> <p>ET will continue to take the minutes for the meetings.</p> <p>All roles were agreed by the PTFA members present.</p>	
2	Outstanding Actions	
2a	<p>BBQ – This wasn't purchased as the Northlew Summer Fayre had to be cancelled due to Covid restrictions at the Primary School.</p> <p>We will purchase one in the future when needed.</p> <p>Parentkind – Membership was renewed in June 2021 so we now have insurance for events and items such as a Bouncy Castle if hired.</p>	
3	Carnival - 5th November 2021	
	<p>The PTFA was asked if we would like to provide a BBQ at the upcoming Northlew Carnival and Bonfire Night. However LF has been informed that the Carnival Committee have also arranged for Northlew Silver Band to do a Hog Roast.</p> <p>It was felt that it wouldn't financial viable to run a BBQ alongside a Hog Roast at the same event so it was agreed we would decline from participating on this occasion.</p>	

4	Fundraising Ideas	
4a	<p>LF informed the group that village resident Celia Minors has very generously offered the use of her premises for future fundraisers free of charge, including the use of catering equipment and a bouncy castle. This is an incredibly generous offer and all agreed this was much appreciated.</p> <p>Disco Instead of catering at the carnival it was suggested an alternative fundraising event could be a school disco. This could be hosted at Celia Minors premises. Suggested dates for this – Friday 22nd October or Halloween Weekend, 29th- 31st October. LF to check. Next meeting to be arranged to discuss details.</p>	<p>LF: Check with Celia Minors which date she would be most happy with for using her premises – 22.10.21 or 29.10.21 NOTE: Agenda item for next meeting</p>
4b	<p>Facebook KC suggested the PTFA join with a fundraising organisation www.easyfundraising.org.uk where money is raised every time someone purchases something online. LF said we need to check whether we need to be a registered charity, Northlew PTFA isn't a registered charity because we do not raise enough money to qualify. Amazon also offer a similar scheme. SH said she would look into this idea.</p>	<p>SH: Check whether we need to have registered charity status in order to join in to one of these schemes.</p>
4c	<p>Re-using School Uniform SH suggested we could collect old school uniform and re-sell it for a small amount eg £1.50. The School used to do something similar but they are no longer able to store old uniform. SH said she would be happy to clean and store old uniform. To be discussed at the next meeting – how best to advertise this amongst parents.</p>	<p>NOTE: Agenda item for next meeting</p>
4d	<p>Sponsored Walk for Children KC suggested a sponsored walk could be arranged in conjunction with the Primary, a shorter walk for Class 1 and longer walk for Class 2. Perhaps to include a treasure trail to keep the children engaged. The children could do this alongside their current Geography Topic of the local area. Parents with an up to date DBS check could volunteer to help the school with numbers.</p>	<p>KC: Discuss with Mrs Cook whether this could be done in school time.</p>
4e	<p>Christmas Fundraisers <i>Xmas Fayre and Santa's Grotto</i> Due to the limited space at the school and DMAT Covid restrictions it was suggested we plan to have a PTFA Christmas Fayre with Santa's Grotto at the village hall this year. The event would be less likely to be cancelled</p>	<p>JH: Approach the Village</p>

4f	<p>this way. It was noted we would need plenty of volunteers for this event, especially for clean up at the end because there have been issues with the hall in the past over the way the hall has been left.</p> <p><i>Xmas Hamper</i> KC suggested we have 2 hampers this year, one for food /drink and one for toys. KC said that she had spoken to Jade Oliver who owns The Toy Shop, Okehampton who would be willing to donate a toy. We could approach other business and perhaps give them a mention in the school newsletter in return.</p> <p>Joint Venture with Boasley Cross PTFA KC and SH suggested that we could arrange a large joint event with Boasley Cross PTFA next year so we can split of costs and the profits. A summer ball was suggested.</p>	<p>Hall committee and ask for a price to hire the hall</p> <p>NOTE: Agenda item for next meeting</p>
5	<p>School Funding Request</p>	
	<p>A request was made to the PTFA to fund a Clive Pig workshop for Class 2 in conjunction with their current history topic. Mrs Cook had informed SH that the cost would be £125. The PTFA agreed to the amount of £125.</p> <p>A request was also made to fund a theatre trip for Class 1, no details or price has yet been given. All agreed we would discuss this again when we have more details. ET said she would be happy so long as Class 2 are also offered a trip of some discription.</p>	<p>JH: Agree with Mrs Cook the amount of £125 for Clive Pig.</p>
6	<p>AOB</p>	
	<p>All were reminded that PTFA related discussions need to be held on the PTFA messenger chat or at meetings so that there is a record of what is being said. Everyone is also reminded that the PTFA email is northlewptfa@gmail.com Any requests for help or funding from the PTFA must be sent to this email so that there is a record. All requests should be directed to the email, not in person.</p> <p>Next meeting: TBC</p>	
<p>Time Meeting Concluded: 4.30pm</p>		