

Northlew PTFA Interim Meeting Minutes

Date:	Monday 3 rd October 2022	Location:-
Time:	3.30pm	Northlew Play Park
Attendees	Hayley Canham (HC) (<i>Chair</i>), Elaine Tidwell (ET) (<i>Secretary</i>), Jo Dryden (JD) (<i>Vice Treasurer</i>), James Canham (JC)	
Apologies:	Sarah Hancock, Katherine Cole, Jade Hatt, Becky Vallance, Claire Page	
Agenda		Actions
1	Approval of Minutes	
	A copy of the minutes from the previous meeting were provided to all members and approved by those present. This shall be done at all PTFA meetings going forward.	
2	Matters Arising	
2a	Thank You Gift for Celia Miners On the PTFA messenger members approved the purchase of gifts totaling £30 for Celia to thank her for all her kind contributions to the PTFA during the past year. JD has purchased the gifts and will arrange delivery to Celia on behalf of the PTFA.	
3	Current Status of Actions from the AGM	
	<p>HC has updated the constitution, it has been signed and a copy has been given to Mrs Cook for her reference.</p> <p>Easyfundraiser has been advertised in the Northlew Primary newsletter and on the PTFA Facebook page. All PTFA members have been encouraged to download the app.</p> <p>HC has been given the Parentkind details and will liase with Jade Hatt to update this when it is due for renewal.</p> <p>The cost of hiring The Victory Hall for the Xmas fayre is £36, it would be an additional £30 to use the kitchen. A discussion will be held at the next PTFA meeting on an alternative plan for food as the cost of using the kitchen is too high to be deemed profitable.</p> <p>The apple pressing workshop with the Harvest Workers Co-Op has been booked at the school for 12th October.</p> <p>Mrs Cook has said that the school will make a list of the</p>	ACTION: Discuss food provision at the Fayre at the next PTFA meeting.

	<p>books that they wish to purchase by Friday 7th October. HC will purchase the books on behalf of the PTFA and have them delivered to her home.</p> <p>HC said that she will arrange booking the Methodist Church meeting room for the next PTFA meeting on Friday 14th October and the Church Rooms next to the village shop for the Carnival on 4th November.</p> <p>Jade Hatt agreed to make a poster for the Christmas Fayre and would have it ready by 6th October.</p> <p>Mrs Cook has said that she would like to go ahead with the School Trip to the Eden Project in the Spring Term so that it ties into the school curriculum. Mrs Cook will provide the PTFA with the cost of the trip plus coach hire.</p>	<p>HC: Book the Church Rooms for 04/11/22 and book for the next PTFA meeting.</p>
5	AOB	
5a	<p>Headteacher Wishlist Mrs Cook is going to create a wishlist of things that the school would like the PTFA to fund during the next school year. The PTFA can review this list at a future meeting and discuss what can be funded.</p>	
5b	<p>Minutes of PTFA Meetings to the School The minutes of all PTFA meetings going forward will be sent to the school when they have been read and approved.</p>	
5c	<p>Actions to be Discussed at the Next Meeting</p> <ul style="list-style-type: none"> • Registered Signatories for the PTFA Bank Account • Hire of the Kitchen at the Xmas Fayre • Stalls Booked for the Fayre • Carnival Arrangements • Christmas Hamper • Raffle Prizes 	
5d	<p>Actions to be Discussed at a Following PTFA Meeting</p> <ul style="list-style-type: none"> • PTFA Becoming a Charity • Water Safety and Swimming School Trip • Cost of Trip to The Eden Project 	<p>ET: Investigate coach hire prices for the swimming trip.</p>
Time Meeting Concluded: 4.10pm		
Next Meeting: 14 th October, 2.30pm, Methodist Church Meeting Room		