



HEADCORN SCHOOL PTFA

Minutes of PTFA Meeting, Wednesday 19th June 2019

Present:

Lizell Williams (Chair), Marie-Louise Stack (Secretary), Karen Clayton (Treasurer) and Jack Keeler (Chair of Governors).

Apologies:

Sarah Symonds (Headteacher), Vikki Nesbitt (parent), Emma Corkan (parent), Gemma Nanda (Year R class rep), Angela Bleckman (Year 1 class rep), Jen Davey (parent), Zanna Brown (Year 1 class rep) and Phillippa Lazenby (Year R class rep).

1. Minutes of last meeting

The minutes of the last meeting on 22nd May 2019 were approved.

2. Matters Arising

Office 365 solution – to take of online storage, communication etc – MS and LW to arrange a meeting with DG to discuss moving this forward

Charity Constitution update – signed and LW to post.

Tesco bags for life – the swimming pool is a possible project. M is assessing the pool area and the best thing to do. It may be possible to apply for grants and funding to cover the entire pool. LW discussed that this is pushing back the bid that we make to Tesco, maybe a different project would be more appropriate. Further discussion required.

3. Past events:

Hero breakfast bags

130 bags sold. £130-140 profit made.

Feedback was positive, it was acknowledged that it was nice to do something for Fathers' Day.

Making up the bags was time consuming and there was a small issue where a couple didn't end up with the correct person. LW made up a couple of extra bags and delivered on the Saturday.

4. Forthcoming events:

Frozen Fridays

Waiting for an opportunity to do this. Ice poles and posters are ready to go!

Will be sold for 30p each.



Boot Fair – Sunday 14th July

LW has started to advertise the event. MS will contact the Wealden Advertiser to place an advert with them. LW will start the volunteer drive. We require 6 volunteers in the morning from 6am ish. LW, MS, JK and KC volunteered in the meeting. There are time slots later in the morning to collect money from visitors and later in the day (about 3pm) to ensure the field is litter free.

Sports Day – Monday 15th July

LW has already purchased the ice poles. KC & ZB have offered to run the refreshments. Hot drinks will be cleared away as the events begin, just leaving water and squash out. There will be no hot drinks offered in the afternoon. Timings are 9.30am for the morning session. Picnic 11.30am/12pm. Afternoon session starting about 1pm. LW will ensure scissors are available for the ice poles and will ask for some freezer bags to keep/transport the ice poles and/or use school freezers on the day. LW to finalise with NH.

Krishna Ladies Night – Saturday 20th July

Event will include a welcome drink, food and a DJ. Tickets go on sale this Friday. £20 a ticket. Advertising on Facebook and in HH.

Summer Discos – Monday 22nd July

5.30pm to 6.30pm for KS1 – will include games and dancing, snack and drink

Need to think about prizes.

7pm to 8pm for KS2 – usual disco plus VIP area for the Year 6 children. Chips and drinks again.

All tickets £2.50 each.

LW to meet Miss S to finalise arrangements/discuss payment options (pre paid/on the door).

Open Air Cinema – The Greatest Showman - Saturday 14th September

This is now being advertised. Box office is now open and tickets have started to sell.

There is a discount code for parents of the children at the school, LW to communicate this.

At the moment doors will open at 5.30pm with the film starting at 7.15pm.

The PTFA will offer a bar and possibly a couple of other stalls.

External stalls to offer food. LW also to discuss with Mr Edwards, does he want to bring some rides and can we borrow the generator.

LW will put together a team of volunteers to help plan and organise the event.

New parent event – London Beach Lunch – Friday 18th October

Some forms have been returned by new year R parents. Will open this to Year 1 and 2 parents on 12th July.

Explain that spaces are limited.

Fireworks – Sunday 3rd November

JD & JK met the developer at Chartway – the Site Manager and a Director. Both were very keen for the event to go ahead with their full support. They were keen to come up solutions to any issues and assist in any way that they can. The nearest building is 20.5m from the school fence. This means that we cannot use rockets but the team are sure we can put on a good display. Discussions will take place with Pains to investigate what display can be purchased for the same sort of money but with the same effect. The date has been agreed as 3rd Nov which has been verbally agreed with the school but a lettings form is to be completed. The capacity on the risk assessment may be increased to 950 people also, but this will require enough marshalls and volunteers for the food. The team were considering an incentive for those who help.



5. Head Teacher bid requests

Swimming Pool Steps

Are still in discussion. There are concerns that the current design that the school have been quoted for will need to be drilled into the pool lining. Other options are being investigated.

6. Any other business

LED lighting – the firework team would like the PTFA to consider investing in LED lighting for the fireworks events but also other events such as the Open Air Cinema. LW will find the email that was sent last year with the cost to see if this is an option.

Welcome biscuits – will be sent out to all new year R parents as they were this year. LW to arrange a keen volunteer to pick this task up as she will be busy with the Open Air Cinema arrangements.

Fundraising flyer – given out to all new parents at the meeting but will go into bookbags as a reminder to all parents. Details the Easyfundraising, the School Lottery and the labels/stamps for labelling uniforms.

7. Next meeting

Wednesday 10th July 2019 at 7.30pm in White Horse pub (LW to check nothing planned in the pub)

First meeting next year will be Tuesday 24th September at the school, cheese & wine will be offered.