



HEADCORN SCHOOL PTFA

Minutes of PTFA Meeting, Wednesday 10th July 2019

Present:

Lizell Williams (Chair), Marie-Louise Stack (Secretary), Karen Clayton (Treasurer), Jack Keeler (Chair of Governors), Emma Corkan (Year R parent), Mark Corkan (Year R parent) and Vikki Nesbitt (Year 1 parent).

Apologies:

Sarah Symonds (Headteacher), Gemma Nanda (Year R class rep), Angela Bleckman (Year 1 class rep), Jen Davey (parent) and Zanna Brown (Year 1 class rep).

1. Minutes of last meeting

The minutes of the last meeting on 19th June 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 – approval has been granted by the Charity Commission. The new constitution needs to be adopted at a meeting and sent with a copy of the minutes to them. LW to confirm.

Tesco bags for life – the swimming pool is a possible project – ongoing investigations being completed to establish amount of funding required.

3. Past events:

Frozen Friday

Popular event, 240 ice poles sold, there was a bit of wastage. Profit about £60.

4. Forthcoming events:

Boot Fair – Sunday 14th July

KC to arrange a float. Still require more helpers. LW will bring T-Shirts and breakfast for all early morning helpers. Arrive at 5.45am.

Sports Day – Monday 15th July

Ice poles to be handed out by class reps at the end of each session.

As there will only being a small window to sell tea & coffee in the morning it has been decided that we will not offer this this year.

Krishna Ladies Night – Saturday 20th July

30 tickets have been sold so far. They will give us one side of the restaurant.



Summer Discos – Monday 22nd July

5.30pm to 6.30pm for KS1 – will include games and dancing, cookie (provided by caterers) and drink
Stickers will be handed out as prizes.

7pm to 8pm for KS2 – usual disco plus VIP area for the Year 6 children. Chips and drinks again. We will be cross charged for the chips.

All tickets £2.50 each, pre-pay.

5. 2019-2020 events

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

The purchase of a banner was discussed, these are cheap from Wealden Advertiser. LW to look into this. Posters and flyers were reviewed during the meeting, chose the best layout/design. KC is happy to print these when required.

Simon Miller will be providing 25-30 garden boards. We will get £5 per board. They will go up mid August. LW to confirm the addresses with them.

The PTFA will be offering a bar. KC to arrange the licence.

External stalls have been booked. They will donate 15-20% of their takings to the PTFA.

Two stalls are parents of the school – Thaiso Catering and Bake my Day.

VN to investigate face painter that she knows, cut of the takings?

4-6 porta loo's will be required.

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 continue to communicate this.

Doors will open at 5.30pm with the film starting at 7.15pm.

LW will continue to drum up a team of volunteers to help on the night.

Biscuits for new children/parents (Sept)

EC & AA will be preparing these for the 60 new families joining the school. LW will provide the wording etc.

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

Some forms have been returned by new year R parents. Will send out a save the date to Year 1 and 2 parents on 12th July. MS will arrange for a flyer into bookbags in Sept and start taking money for this event. Numbers to confirmed to the hotel at the beginning of Oct.

Fireworks – Sunday 3rd November

Nothing new to report. Still in touch with Pains to discuss the budget and display that can be purchased. Confident the rockets can be replaced. The risk assessment is to be updated – add the housing development. Confirm Edwards generator.

Lighting is still to be purchased – in time for Open Air Cinema. This is affordable. VN & LW to do a walkabout to see what is required. JD & VN to discuss with DG & AD.



6. Head Teacher bid requests

Swimming Pool Steps

Still in discussion with an engineer. There is time to do this now before next year when the pool will be used again.

7. Any other business

LW updated the meeting that so far this year the PTFA have raised £8050 (Jan to Jul) at 9 events. Fab result!

Fantasy Football – a Year R parent would like to set this up with proceeds to go to PTFA, happy for this to go ahead.

Water filter – a parent has asked whether the PTFA would consider purchasing a water filter for the school to purify the drinking water for the children. It was thought that this was something the parent should approach the school about as it does not fall under our remit. LW to discuss with SS.

Saturday 7th December is Christmas day in Headcorn. There may be opportunity for the PTFA to have several stalls this year if we can come up with some good fundraisers.

8. Next meeting

Tuesday 24th September 2019 at 7.30pm in the school hall. Cheese and wine will be offered to welcome new parents.