

Parents, Teachers & Friends of Eldersfield Lawn Church of England School



Minutes of PTFA Meeting on Thursday 23rd January 6pm, held at The Hunters Inn

Chaired by Liam Haydon

1. Welcome and Apologies

LHa shared the agenda with everyone and any apologies. Items on agenda included; Summer Fair, Fundraising ideas for 25/26 and Planning for Valentines Disco.

Attendees

Louise Herbert (LH), Tansy Goodman (TG), Vicki Wallace (VW), Ellen Challoner (EC), Liam Haydon (LHa), Shelley Ebsworth (SE), Tansy Goodman (TG), Molly Wellon (MW), Suzi Baimbridge (SB)

Apologies

Claire Kinahan (CK), Stacey Prosser (SP), Melissa May (MM), Amy Kinahan (AK), Loyda Winning (LW), Jackie Ostocke (JO), Bee Rand (BR), Jo Challens (JC), Eddie Rushford (ER)

2. Summer Fair Initial Planning/Dates

Discussed dates that could work for the fair– possibly June would be best.

Suggesting 27th/28th June as a provisional date.

Also note the need to start thinking about raffle prizes for the summer Fair.

Actions: LHa to check dates with Miss H

VW/PTFA members to put a call on FB for any donations of prizes and think about asking local companies/gathering prizes

3. Fundraising Ideas for 2025 and future

Jumble Sale –

Y4 parent suggested the idea to the group. PTFA discussed as a group. Agreed that it is a great fundraising idea and historically has generated a lot of profit. Other PTFAs have also found it to generate a high profit too.

It was agreed that we would look into it more and speak to people that have run them previously.

Actions: EC to ask Natalie about how this has run previously in the past. PTFA to ask Julia E from school and Bee who have been involved in running Jumble sales in the past.

PTFA Social –

MW mentioned that Mrs Carolan and Mrs Bailey -Smith suggested running a PTFA Parents/School Community social event.

Suggested to take place in the Bushley Village Hall or school hall and to be a bring and share supper.

It was agreed that perhaps in September/October would be a good time of year as way of welcoming new parents to the school as well.

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Treasurer – Suzi Baimbridge
Secretary – Vicki Wallace**

**C/O Eldersfield Lawn CofE Primary School, Corse Lawn, Gloucester, GL19 4NY
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Actions: MW to speak with Mrs Carolan about this further, to be discussed at next meeting.

Popcorn Club –

MW/SE suggested a film night for the children to stay after school, change into PJs and enjoy a film and popcorn together. Prices to be confirmed but discussed around a £5 charge to include refreshments and a film night experience.

All members agreed to run a KS1 and KS2 event and MW and SE would run it.

Dates provisionally booked - KS1 21st March and KS2 28th March

Actions: LHa to check dates with Miss H

MW and SE to run events

PTFA members to help with advertising

Barrow of Bottles –

VW suggested a 'Barrow of Bottles' as a fundraising idea. PTFA would ask for donation of a Wheelbarrow from a local business/building merchant. Ask for donations of any bottle of anything from parents, possibly in exchange for a non-school uniform day at school? To be discussed.

PTFA members can wheel the barrow of bottles out in the mornings/after school and sell tickets for parents to win the whole barrow and all of its contents!

VW to organise to run in April, winner announced before Easter holidays.

Actions: VW to source a wheelbarrow and organise.

Business Enterprise Day –

MW suggested running an enterprise day at school with Class 4 children. Discussed the idea of late May, after SATs. Children to create something that they can sell to school community as a fundraiser for PTFA. PTFA would fund the resources that children would need for their enterprises.

Actions: MW to talk to Miss Hindle and Mrs Carolan about the idea.

Explore in more detail in terms of organisation and timings at next meeting

Parent Lottery –

LHa suggested circulating 'Parent Lottery' to all parents, as advertised in the ParentKind magazine. Parents can opt into it if they want, with the PTFA receiving c. 50% of sales.

Actions: LHa to look into sign up and create some text for newsletter

Other Ideas Discussed –

Other ideas discussed that will be carried over to think and talk about at next meeting/s as ideas for either later this year or next academic year:

- Beetle Drive Fundraising Evening
- Bingo Night
- PTFA Marketplace (via FB/Whatsapp Group)
- Tea Towel

4. Planning of Valentine's Disco

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Disco/Games

Speakers in the hall have been temperamental. This needs to be followed up with Miss Hindle to see if they can be fixed before the proposed disco date.

MW and SE to run the disco and games with the children.

Games prizes will be packets of sweets. These need to be ordered.

MW, VW, TG have disco lights we can lend to be used in the hall. Plea to be sent out to parents for additional lights if needed.

EC has DJ Decks, speakers, lights and smoke machine that we may be able to use. EC will confirm as soon as possible.

VW to circulate message on group chats for helpers for the Disco once it is confirmed to go ahead by Miss Hindle.

Providing speakers can be fixed we will roll out the ParentPay/advertising of Disco w/c 27th Jan.

Loo Duty – TG, SE and EC all have current DBS certificates with the school and so will be on duty.

4:30pm Finish – Children to go back to classes to gather belongings and one member of staff for each class will bring children out as per normal school pick up.

Parents to wait on the playground as normal.

Food

Hotdogs and fruitshoots will be provided as refreshments.

AR will provide the sausages as last year and sauces – thank you Anna! Gluten free if possible, for all sausages.

Gluten free children will be asked to bring their own rolls to avoid food wastage from PTFA buying.

Bread rolls have been ordered and requested to be sliced. LHa will collect on the way to the disco.

Children will be called a year group at a time and 2 queues along each side of the hall.

Children will have a stamp on their hand once they have collected their food.

Actions: LHa speak to Miss Hindle regarding speakers and if we can go ahead on the proposed/planned date.

LHa to liaise with office staff about advertising Disco once speakers confirmed. Office staff to ask children with dietary requirements to bring rolls.

LHa to ask Anna to choose Gluten free sausages and sauces

LHa to pick up rolls

EC to check what kit she has we can use if any.

MW/SE to plan any games.

MW source a stamp from school

VW to order glow sticks and sweets for prizes.

VW to circulate message to WhatsApp groups regarding pick up logistics at 4:30pm

5. Date of Next Meeting

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6th March 2025 – 6pm at The Hunters Pub

LH suggested being monthly going forward. All members agreed.

Action: VW to make a poll to find the next best meeting day in April.

5. AOB

It was mentioned about finding any other things from school that PTFA can fund this year. LHa will ask Miss Hindle for a Wishlist.

EC suggested replacing or getting some more Bins for the playground, some fun designs of bins that children may like/use more often.

LHa noted the need for a handover plan of PTFA members leaving this year due to children leaving school. Will carry over to next meeting to discuss.

LH requested for FB to be used more regularly. All members agreed. SE volunteered to run the FB page and to keep up to date with the following;

- PTFA Minutes
- Advertising of school events
- Quiz News/money raised by the Quiz

SB Shared Treasurers Report for Autumn Term 2024/25. See below.

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Accounts Term 1 01/09/2024- 22/01/2025

STATEMENT OF INCOME AND EXPENDITURE

	Income	Expense	Net
Events & Activities			
Book Bags/PE bags etc	193.00		193.00
Second Hand uniform	9.00		9.00
Christmas Fayre	2,069.53	(1,072.13)	997.40
Christmas Raffle tickets	983.00	(52.00)	931.00
Textile bin	83.70		83.70
Costume Hire	0.00		0.00
Cauliflower Cards	145.00		145.00
The Hunters Quiz	670.00		670.00
Sub-total	4,153.23	(1,124.13)	3,029.10
School donations			
Coach to Panto Trip		(585.00)	(585.00)
Panto Snacks		(26.64)	(26.64)
Books		(54.00)	(54.00)
Sub-total	0.00	(665.64)	(665.64)
Adminstration			
Parent Kind Subscription		(162.00)	(162.00)
Sub-total	0.00	(162.00)	(162.00)
Total Income & Expenditure for the Term	4,153.23	(1,951.77)	2,201.46

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