

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



Minutes of PTFA Meeting

Thursday, 6th October 2022, 6:30pm held at The Hunters Inn.

Attendees

Louise Herbert (LH), Suzi Baimbridge (SB), Jackie Ostocke (JO), Michelle Starr (MS), Loyda Winning (LW), Julia Evetts (JE), Eddie Rushforth (ER), Jo-Anna Challens (JC), Sharon Prosser (SP).

1. Apologies

Ellen Challoner (ECh), Emma Carolan (EC), Claire Kinahan (CK), Sarah Rushforth (SR), Katie Rowberry (KR).

2. Fundraising & Planned Events

a. Tabletop sale

This is to take place on the 12th of November. So far, there are 5 tables booked (ideal number between 10-12). MS to compile document with T&Cs for the sellers and distribute to them and JE advised that there will be leaflets distributed and more group/social media posts closer to the time to ask for volunteers and drum up interest. Action: MS to check with the school regarding the sellers being able to park in the playground area to unload vehicles.

b. Christmas Fair

Scheduled for 25th November. If any parents know of sellers that could set up stalls, please get in touch with PTFA. The cost of a stall is £12 to include a mince pie and hot drink. A meeting will be scheduled before October half-term to plan the Fair. This will take place in school on the 2nd of November at 6:30pm.

JO to contact Ashleworth Christmas Tree Farm to ask if they would be willing to donate and deliver the tree to the school again and LW to arrange to choose the tree and set it up in the school the Monday/Tuesday before the Christmas Fair.

JE will do artwork for the raffle tickets and JO is sorting prices and ordering of the tickets.

c. Tuck Shop Friday

With the success of ice cream Fridays during the warmer months, MS and JE proposed a similar concept but with cups of sweets to be sold on a Friday after school. Price and Storage of sweets TBD and MS will look into it. SB to sort out float.

d. Cauliflower Christmas Cards

LH and MS have organised the Christmas card activity for this year. The school asked for 6 helpers and there are 5 volunteers already. A discussion was had about extending the activity to include tea towels, etc.

e. Non-uniform days

To be discussed at the next meeting.

3. Harvest Festival Coffee Morning

The school is organising this event but LW, SB, and LH will be present after the coffee morning to help boost awareness for new parents and drum up support for events.

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Treasurer – Suzi Baimbridge
Secretary – Loyda Winning

C/O Eldersfield Lawn CofE Primary School, Corse Lawn, Gloucester, GL19 4NY
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4. PTFA Old Paperwork

PTFA paperwork should be kept legally for 6 years, therefore, the LH will destroy older documents. The remainder of the PTFA paperwork will be kept in the shipping container.

5. Clothing Recycling Bin

Wendy advised she is looking into this for the school. SP to discuss with Wendy.

6. Nativity Clothes

ECh has requested to be refunded for storage boxes to keep the nativity clothes. SB agreed. The Nativity Clothes will be discussed in more detail at the next meeting.

7. Charity Commission

This will be discussed at the next meeting in order to allow the Committee to review ECh's proposals.

8. Gift Aid

This will be discussed at the next meeting in order to allow the Committee to review ECh's proposals.

9. AOB

None was raised

10. Date of next meeting

TBC

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