

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



Minutes of PTFA Meeting

Wednesday 3rd November 2021 6:00pm held at The Hunters Inn

Present

Mr Anthony Dixon-Gough, Claire Kinahan, Louise Herbert, Louise Keeble-Buckle, Suzi Baimbridge, Jackie Ostocke, Ellen Challoner, Jackie Lewis, Michelle Starr, Hannah Buckland

Apologies

Jo-Anna Challens, Martin Challens, Bee Rand, Lisa Baker, Lavinia Westlake, Steve Evans, Caroline Campbell, Vicki Wallace

Actions from the last meeting

Action	Status
Outdoor classroom- weatherproofing done Flooring- Hopefully carpet tiles Launch/Grand Opening	Complete Mr D-G Ongoing Before Xmas fair on 26 th November potentially tie it in with a class 4 fund raising activity
Louise K-B to set up PTFA WhatsApp group	Complete
The community shed is going to be replaced with a new one. Claire/ Louise H will check what belongs to PTFA before this is done so items are not disposed of.	Ongoing

Fundraising for 2021/22

Rags to Riches Collection- Friday 5th November

CK to put a reminder on the facebook page

Cauliflower Cards- Deadline Monday 8th November

CK to put a reminder on the facebook page on Sunday

School Disco-Thursday 2nd December 3.15-4.45pm

After the whole school trip to the pantomime. Flyer to be produced by Jo-Anne Challens and distributed via Facebook and year group Whatsapp group.

(since the meeting the disco will be set up as an event on parentpay for parents to Pay)

Volunteers welcome - some of the reception children parents may like to stay with the children.

Crazy hair & Christmas jumper day-Friday 17th December

Joint Chairs - Claire Kinahan & Louise Herbert

Treasurer - Louise Keeble-Buckle

Secretary - Suzi Baimbridge

**C/O Eldersfield Lawn CofE Primary School, Corse Lawn, Gloucester, GL19 4NY
Registered Charity Number: 517304**

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Christmas Fair – Friday 26th November 5pm-7pm

Mr D-G confident that Fair should be able to go ahead, but may have to be moved outside depending on Covid-19 cases. There is a large under cover area outside class 3 & 4 which could be used to accommodate children's stalls/Games. Gazebo's could be put on the playground for stall holders. We would need to organise lighting and tentage, but will wait to see closer to the time. Need a flyer to distribute and put on local Facebook sites (Eldersfield Parish page etc.).

Santa's Grotto-In the new outdoor classroom- Ellen Challenor has kindly agreed to organise this with Jackie Lewis They are going to meet to see what is already in the shed that can be used. Gerald Kinahan has kindly agreed to play the "main man" again.

BBQ- Steve & Elaine Evans are going to run a BBQ outside selling hotdogs/burgers etc. Steve is going to organise a team and buy supplies.

Bar- Claire K to organise bar with Mulled wine and soft drinks

Raffle- Jackie O has agreed to collate raffle prizes and organise the printing of raffle tickets. It was agreed 2000 tickets should be ordered Louise K-B to provide charity number before the tickets can be printed. Each child will be issued with tickets to sell and be returned before the Fair. More will be available on the night.

Secret Stall- Mrs Kelsey to run in class 1. Mr D-G to put a request for gifts in the newsletter

Stalls- 10 stall holders have confirmed with an array for different gifts- Louise K-B to contact with regards to payment (£10 to be paid on the night) and set up time (from 4pm)

Rota and Volunteers- Lots of help is needed to run the childrens games etc.

1. Hannah Buckland and Mum to help with childrens' crafts
2. Hannah Kinghorn and Amy Leeke have volunteered to help.
As a lot of the supplies will have to be bought last minute in case of cancellation it was suggested that if people are unable to help on the night they may be able to help with buying prizes/ drinks etc. In the few days before hand.
3. Claire K to put on WhatsApp what need doing and asking for help. Please could reps circulate round the year groups.

AOB

An ex-parent has contacted the PTFA with a request from a charity. They would like to collect foil crisp packets to be made in to blankets for the homeless. Mr D-G liked the idea and suggested that bins could be placed at the door to collect the packets. Louise H to send information to Wendy to be included in a newsletter.

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The Christmas tree, kindly donated by Shaun Pitt, is going to be delivered on Wednesday 24th November so it is in place for the Christmas Fair. Volunteers will be needed to decorate it.

Louise K-B- advised there is £800 in the account. £110 is needed to pay for insurance in January and the PTFA are also paying for the coaches to the Panto which is approx. £320.00. Funds are tight!

Date of next meeting

6.00pm Tuesday 11th January 2022

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