



## PTFA Meeting Minutes

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**Date:** 10<sup>th</sup> October 2023

**Location:** The Cock Pub, Whaley Bridge

**Attendees:** Rachel E, Claire, Colette, Robin

**Next Meeting:** Tuesday 7<sup>th</sup> November 2024 at The Cock Pub, Whaley Bridge

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### 1. Previous/Ongoing events

#### Family Walk

- The family walk was a success and raised over £100.
- Discussed planning one every term.

#### Ice Creams

- Continue with ice creams as it is successful and a steady stream of income
- Plan what to sell in colder months

<p>Plan another Family walk in the Spring</p> <p><b>Action</b> Ideas on what to sell instead of ice creams in winter</p>
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### 2. Upcoming events & Fundraisers

#### School Disco - Fri 20<sup>th</sup> Oct 5.30-7.30

- Get tickets online on school spider at £3.09
- Popcorn, squash and sweets have been purchased
- Lights?
- Fancy dress swap shop at school
- Extra vols needed on the night

**Action**

Claire to ask Rachel Blood to put tickets on School Spider

Claire to ask for help from parents in Newsletter

Claire check-in with Rick about lights

**Fell Race - Sun 28<sup>th</sup> April 2024 (start time 10am)**

- We now have 20 **marshalls** and 3 **kitchen volunteers**. Enough to book the race and then do more recruitment in the following months
- **Parking** secured for 25 cards at Clayton Fold Farm. Paddock Lane also good for parking
- Logistics of **toilets/registration/food** – waiting to hear back from Rachel Blood whether we can use the Village Hall for free as a one off. If not use school as a back up
- Robin has access to **signage** for race through the Striders
- Crazy Legs will **market** event. Aiming for 100 people. Market to schools/Whitehall/Striders etc
- Follow the original **route**, part of it is on private land – need to speak to someone about that. About 10K – fastest pace will be 40 mins
- **Entry fee** is £10 beforehand and £12 on the day – push that the profit is for the school. Open to anyone. Use Sum-Up on the day
- **First Aid** – Need 3 first aiders - Rick Olivi, Rachel Evatt & Geoff Evatt are a qualified first aiders. One at start, middle and finish line. Village Hall to be used as First Aid cover.
- **Communication?** Walkie-talkies
- Recruit small group of vols to go out in the morning before the race to check the route and put out signage
- **Kids Race:** run around a field/part way up first hill. Use different coloured flags for different age groups
- **Childcare** – for school children of parents who are volunteering on the day.
- **Food** Ask for people to bake cakes. Serve hot dogs/bacon butties/pies?
- **Prizes** – anything from a bottle of wine to Alpkit voucher or jacket. Swizzels prizes/medals for kids
- **Raffle** stand at registration entry
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Robin to sign booking sheet and send to Brian

Robin to approach Kieran about race being in the Champs

Rachel E to chase Rachel B/Chair about using Village Hall

Secure 3 first aiders on the day

Robin/small group to do a pre-run of the course in the morning

Rachel E find out who the private farm land belongs to

**Action**

Robin to speak to farmer about using private land

Recruit more marshalls, kitchen vol and parking marshalls

Shoutout on school email for walkie talkies

Robin to speak to Kieran about kids race

Claire to try and get race and raffle prizes

Robin to get race licence

**Christmas cards**

- Deadline for ordering Thurs 12<sup>th</sup> October

**Action**

Claire to ask Rachel Blood to send a reminder to parents to buy Christmas cards

**Christmas Raffle**

- Raffle prizes secured
- Order 2000 paper raffle tickets to be ready for after Oct half term. This will ensure we have enough to send home in bookbags and sell at the Pensioners Party
- Sell 1 book for £5

- FAB market booked for 25<sup>th</sup> Nov to sell tickets
- Selling door to door
- Ask parents to sell at work/businesses
- Pensioner Party – take the Sum-Up machine
- Need list of prizes and posters for Christmas Fair

Rachel E to ask the Swan Pub if kids can sing carols to sell tickets on Sat 9<sup>th</sup> Dec?

Speak to Alicia about house points for kids who help with choirs/ticket sales

Colette to renew lottery license

**Action**

Claire to order raffle tickets (ask Helen or Jackie where to get them from)

Claire to chase Forest Gin for distillery tickets

Claire to get a list of prizes together to publish

**Christmas Fair**

- Rachel Blood to try and source Father Christmas
- Donation from parents incl: bottle & choc tombola, cake plates, secret shop
- Plana wear something Christmassy Day for secret shop donations
- Class 3 doing stalls? Rachel E has messaged the school – RE to chase up
- Lucy to set up grotto
- Source Father Christmas grotto gifts? Baker Ross/The Works

RE to chase up Rachel Blood re: Father Christmas and class 3 stalls

Ask Gemma about ponies for Fair

**Action**

Speak to Clare Foster about alcohol licence

Claire to research gifts for around 60 kids for Grotto

Speak to Alicia about Wear something Christmassy Day

**Easy Fundraising**

- Advertise Easy Fundraising in Newsletter and school socials

- Get donations buckets – Ross Garden Centre and Clayton Fold Farm

Claire - Section in newsletter on Easy Fundraising – put on whatsapp groups – facebook page

**Action** Claire order donation buckets for Garden Centre/Clayton Fold Farm

Ask Kett Club to make a cardboard Christmas Tree for Christmas Tree centre

### 3. Wish List

- Create Guidance around what type of things the PTFA will fund
- Outstanding purchased that have not been debited: Glockenspiels, KS2 book vouchers, shed and outdoor storage. Once these things have been paid we are left with just short of £1600 uncommitted spend
- Request from Leah to fund singing programme
- School trip? Chill Factore in Jan?

Colette to chase outstanding payments with Rachel Blood

Create guidance on what the PTFA will fund

**Action** School trip for next term?

Ask Leah for more information on who will use/benefit from the programme