

Roberttown CE (VC) J & I School PFA

28th September 2023 at Roberttown J & I School in the Hall

Minutes

- Welcome & Apologies:

In Attendance: AW, GJ, PC, AP, LW, DL, CH

- Resignation /Election of committee for 2023/2024

Chair: AW re-elected as chair – LW nominate, AP seconded

Secretary: AP re-elected - AW nominate, LW seconded

Treasurer: GJ re-elected – AW nominate, AP seconded

- Minutes of last meeting and matters arising
 - PFA cupboard – **Still to be done – AW to do as and when convenient**
 - 2021/2022 academic account's from LCC, Still waiting– **Mrs GJ and Mr GJ audited and to sign off.**
- Treasurer's Report
 - Treasures report. (Father's Day, Disco, Summer raffle, Tuck shop,) – **Thanks to GJ for the detailed report (attached). Income £6575.19. This is over the £5000 charity guideline but includes an unexpected donation. We feel as a PFA that this was an 'unusual' year and we would not be expecting to achieve an income this high on a yearly basis. Ending balance of £5496.96**
 - Parentpay money to be transferred from recent events. **AW to speak to Mrs Malone about getting this transferred over (Coronation, Summer Raffle, Summer Disco). We will then follow this up with donating £4000 to school. LW hopes for this to be spent on books for Christmas gifts, Hardware for IT, books for phonics.**
 - 2022/2023 academic accounts. **See attached. PC to audit and AP to ask Mr Pickles or Mrs Farrell to audit too.**
 - Need Small lottery licence & declaration to be done, two signatures in Nov. **AP to organise and get AW to counter sign**
 - Gift aid – under GASDS – **Contact to ask ParentKind.**
- Review of recent events 2022/2023
 - Easy fundraising – **Posters at R.Readers, In total 61 supporters - £506.**
 - Open Evening - **July Open evening was fairly quiet so didn't attract too many new followers. Will continue to do this though.**
 - Father's Day - **Worked well. Will continue to do it this year.**
 - Disco – **Despite the last-minute changes, it still worked well. Suggested to have a couple of paper copies of the consent forms to have on the night for anyone that has not signed it.**
 - Summer Raffle - **Thank you to GJ for getting the prizes donated. Suggested to have some paper tickets sold in the last couple of days before it is drawn.**
 - Add hock ice-pop sales - **will look at this again for the next summer**
 - Tuck Shop - **will look at this again for the next summer**
 - Uniform Exchange– In KS1 classroom. – **to do this again. Show picture/local council ward budget not feasible at the moment.**
 - Easyfunding, Bookmarks for Summer Reading. – **Continue to advertise**

- ID nametags – **Continue to advertise**

- Review of recent events 2023/2024
 - Presentation to new reception parents - **brought in 2 new members**
 - Colour Run - **The PFA received a lovely thank you letter from Year 4 about the event. As well as a lovely email from a parent and thanks from staff. Paint cost was covered by voluntary contribution and all sponsorship will be calculated. Suggested it should be a bi-annual event.**

- Planning of future events Sept - July
 - Movie night in Autumn, Dates to set for 1 x Reception & KS1, 1 x KS2. Licence TENS £21 for 5 events in year. Covers for alcohol as raffle prizes. Popcorn from local cinema FOC. – **AP contact Kirklees with regards these licenses. To hold Spring 2**
 - Easyfundraising – **Promote at open evening, rocketing readers.**
 - Reception Sponsor event – **bubble run/treasure hunt – to be run by school.**
 - Event for parents to attend – **Pumpkin Trail - possibly too short notice – could do a scarecrow trail in the summer and include the village and Roberttown in Bloom DL to contact them to discuss further.**
 - **Musical Bingo – Games night Autumn 2 (24th November '23)**
 - Christmas Raffle (Dec) – **non-uniform to bring in a donation. Non-uniform on Friday 24th November. Draw on Tuesday 19th December, start selling on Monday 4th**
 - New Year Disco – **Booked Friday 19th January 2024 (same format with glowsticks (potential donation DL))**
 - Clothes for cash – **Booked for Winter, Need to book for spring.**
 - Donate a gift – **January, non uniform?**
 - Summer Disco – **Booked Friday 5th July 2024**

THE FOLLOWING WILL BE DISCUSSED AT A LATER DATE:

- Mother's Day stall – (March)
- Easter Raffles, Easter egg/bunny – (April)
- Father's Day Stall – June (Take away curry event)
- Summer Raffle – June/July
- Tuck shop - Lolly pop / Hot dog /Cake Friday/ Doughnuts (Krispy Kreme fundraising doughnuts)
- Other events/idea to raise money: - Teddy Zip line, Circus, Break the rules day.
- Tesco blue token/ gold token worth 5K
- Smarties tube fill with .20p's (poem)/ glass jar with 5p's – the class with most or first to fill gets a prize.
- Virtual Balloon race www.ballonrace.net
- Ring it to win it – £1 to put phone number in, draw and if you get the call winner takes 50/50
- Hand-print coasters?
- Community coffee morning

- Any Other Business
 - Get more people involved especially Rec/KS1 (Eventbrite – Free tickets)
 - White elephant store at some point – **after Christmas**
 - **CH suggested his business could donate old phones (for a small price) to school when they are being updated.**

- Date of next meeting

Wednesday 25th October 2023 at The Star at 7pm – 8pm