



PTFA

St George's School Bourton - A Church of England School
Church Track, Bourton, Gillingham
Dorset SP8 5BN
Interim Chair – Andrew Toms
E-mail: office@bourton.dorset.sch.uk
Phone 01747 840409
Reg. Charity No: 296663

PTFA Meeting – 2nd Oct 2018, 7.30pm - Whitegates - MINUTES

Present

Andrew Toms, Zowie Crocker, Helen Bedford, Kristian Csicsó, Fiona Toms

1. Apologies

Ameé Perry, Harriet Rutter, Eve Wynn, Jemima Munro, Lizzie Moran, Sarah Hames, Greg & Samme Miles, Jess Stratton, Leila Bailward, Jenny LP, Lucy Morland, Hayley Prescod, Jill Farndale

2. Minutes of previous meeting (June & Sept)

These were signed by AT

3. Action points from last meeting

Letter of thanks to The Bains – HB done

Flier for the term ahead – HB done

Flier about the AGM & election process – HB in due course

Rainbow Base / New Parents PTFA event Fri Sept 21st – HB done, thanks for the donations of cakes and to the volunteers on the day.

MRI Stars appeal event on Fri Sept 28th – Done (£97 raised) **Action:** HB liaise with School office ref how to get the funds to Stars (Spire FM website or direct to the charity).

Adjust Facebook setting to solely have the Committee as “moderators” of posts - EW has removed previous moderators of the group and has amended the moderators to include HB, AT and ZC (AP is not a Facebook user). It should be noted that the PTFA Facebook page is there as a parent’s forum alongside the PTFA aspect ie it is not solely a PTFA resource and should be moderated accordingly rather than exclusively. The “Acceptable Use Policy” is a pinned post on the page.

4. Treasurer’s update

The balance at 2nd Oct 2018 stands at £5,465.42

5. Proposal of fixed term for PTFA Committee members

AT proposed a 2yr fixed term for all committee roles which was agreed by all present.

6. Forthcoming expenditure ideas

School pool - essential filter replacement

HB reported that the filter will unfortunately need to be replaced as it is now defective. The price for a new filter will be £790.00+VAT. The cost for the labour and fittings on top will be £250.00+VAT. To dispose of the old filter there is an additional charge of £50.00+VAT. = £1,090 + VAT. This is a worst case scenario figure as we are confident of a better quote from a different supplier which is in the pipeline. It is important to note that as the school will pay the invoice, the donation from PTFA will not include the VAT which can be retrieved by school. It was agreed that the PTFA would fund this essential item which benefits the whole school community. **Action:** HB to secure second quote and liaise with committee thereafter to cite specific amount.

JF (via email) reported that she had consulted with the school staff and confirmed the following 3 wish list items seeking funding:

New set of Reading Books for home readers = £2,000. This was agreed for invoices up to £2,000.

A donation for each class towards school trips and visits to keep the costs down for parents (Silver Base has already had this, per the last meeting minutes). It was agreed that such a donation would be considered on an individual basis on sight of full cost projections.

New playtime equipment to develop the outdoor provision during playtime and lunchtime play (mud kitchen, bats, balls, skipping ropes etc) = Agreed for invoices up to £500.

These decisions were made in the light of the funds required as working capital to run the planned social and fundraising events between now and Christmas.



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7. Activities and Fundraising plans

Quick updates:

The Smarties Challenge

HR (via email) reported that this is in hand and that she is sourcing smarties from Booker. HR is in touch with JF for those students with allergies who might need alternative product. Fliers and Smarties to be sent out prior to the Autumn half term holidays in all book bags.

KS1 Bear hunt / Scavenger hunt / Rag Trail

RC/LM/SH via email – Gruffalo Walk on Sat Oct 13th at 10.30am followed by snacks in the school hall. Lizzie's daughter and friends are going to run some crafts in the hall after the walk so the parents can have a chat. The charge of £2 per child or £5 for families of 3 or more children includes an activity sheet for the walk, a snack/drink in the hall and the crafts. Lizzie et al are seeking donations of cakes.

Action: HB to print off flier and post into all book bags this week.

Harvest festival mask competition and produce and cake sale (Thurs Oct 11th at 2.15pm)

ZC reported that the templates for the masks to be decorated will be sent out in book bags not later than Fri Oct 5th. There will be no charge for participating. School is arranging the sale of any harvest festival donations after the service and funds raised for that will be sent to a charity designated by school.

Photography competition

AT postponed to the New Year so as to not overload parents!

The Christmas Fayre (Fri Dec 7th)

AT reported that this is work in progress. Fiona Allard will be working with AT on this.

The Christmas Disco

EW (via email) reported that there is not much to do on this, that she will buy glow sticks and prizes as in previous years but will need helpers on the evening which she will sort out nearer the time.

Seeking leads / volunteers:

S&G Miles (via email) confirmed that they are happy to volunteer and be volunteered – thank you!

Monthly Cinema Club - We need 2 adults for each of the 3 dates (Oct, Nov & Dec):

Oct 17th – Andrew Toms & Kristian Csicsó to run this. **Action:** HB to send AT the info

Nov 21st or 28th - Greg & Sammie Miles to run this and decide on a date. **Action:** HB to send SM the info

Dec – No cinema club as too much going on

Monthly Tuck Shops – We need 2 adults for each of the 3 dates (Oct, Nov & Dec):

Oct 19th - Jenny LP & Theresa Howe have volunteered to run this – thank you!

Nov 16th – Zowie Crocker & Helen Bedford (spots!)

Dec – No tuck shop as too much going on

Quiz & Chips – Lead and volunteers needed - Aim to be run in the spring

Boardgames and Beetle Drive afternoon – Lead and volunteers needed - Aim to be run in the spring

Pig / Reindeer Racing – Lead and volunteers needed - Aim to be run in the spring

Christmas Bingo – Lead and volunteers needed - No interest for volunteers - therefore can't run it

School Christmas Performances – The two performances in the Hall are on Tues Dec 18th @ 1.30pm and Wed Dec 19th @ 6pm. We need 5 adults for each of the 2 dates

Volunteers: HB, AT

Action: AT to contact Fiona Allard to ask if she would be able to lead on this



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8. Suggestions Box

Ian Cooper has suggested a triathlon in the summer term and potentially inter-schools. **Action:** HB to contact Ian to ask if he would lead on this.

9. AOB

Christmas Party entertainer (Dec 20th)

EW (via email) reported that she had been unable to book Nutty Noah as he had already been booked for the date we wanted him for. She will be making contact with some other children's entertainers this week.

Christmas Cards / Calendar

HP (via email) reported that Calendars will need to be actioned in the new year for a 2019 Christmas gift, whereas 2018 Christmas Cards are still viable with the present timelines. **Action:** HB to confirm to HP to go ahead and arrange cards with JF

10. Date of the next meeting

AGM at 3.15pm on Tues Nov 6th at school (with childcare provided which the PTFA will pay for)

Followed by:

Regular monthly meeting on Tues Nov 6th at 3.45pm at school (with childcare provided which the PTFA will pay for)

Helen Bedford
Interim Secretary