



## BERRY HILL PRIMARY & NURSERY SCHOOL PTFA

**Head:** Mr Trenowden  
**Deputy Head:** Miss Sargison

### PTFA

**Chair:** Alison Davies  
**Secretary:** Natalie Church  
**Teacher Representatives:** Miss Smith, Mrs Davis, Mrs Tranter

**Vice Chair:** Carla Oaksford-Smith  
**Treasurer:** Rebecca Krieger

**Date of Meeting:** 7<sup>th</sup> February 2023  
**Meeting Held Virtually via MS Teams.**

#### Attendees

Mr Trenowden – Head Teacher  
Carla Oaksford-Smith – Vice Chair  
Natalie Church - Secretary  
Sarah Freeman  
Alison Davies  
Suzanne Beal

#### Apologies

Louise Ramsdale  
Lisa Richardson  
Rebecca Krieger - Treasurer  
Sophie Sharp  
Sarah Tyers  
Mrs Davis

### Welcome and Minutes of Last Meeting

Alison welcomed all to the meeting and we then discussed the actions from our previous meeting which was held on the 23<sup>rd</sup> November 2022. The majority of the actions had been completed, see below for brief update –

- The constitution has now been circulated, could all PTFA members please pop into the office and sign a copy next time they are at school.
- All other actions had been completed and the events relating to them have already taken place.

#### **Outstanding actions to carry forward:**

- **Visit to Il Rosso to see if they have a room suitable to use for fundraising ideas.**

### Constitution

The constitution has now been circulated, could all PTFA members please pop into the office and sign a copy next time they are at school.

**Action – All to go into school and sign the constitution.**

## Treasurers Update

Rebecca couldn't attend tonight however the below figures were supplied in advance of funds raised.

Doughnut Friday - £492

Early Years Christmas Production- £482

Christmas Fayre - £3200 approx. £1000 expenses

Christmas Raffle £844 but this included in the Christmas Fayre

Non-Uniform Day - £236. (We will also leave this half terms non uniform day available over school money during half term)

Lottery - £237

Balance - £8418.82

## Christmas Fayre & Raffle

Happy for breakdown of figures to be shared wider in school if Mr Trenowden would like to. Went through some of the figures from the stall (see below).

| Stall                          | Helpers required | Helpers           | Cash Taken | Card Payments Taken | Total    | Total raised minus £20 float | Price                                          |
|--------------------------------|------------------|-------------------|------------|---------------------|----------|------------------------------|------------------------------------------------|
| Santa's Grotto + Reindeer Dust | 2                | Carla & Suzanne   | £ 211.50   | £ 26.00             | £ 237.50 | £ 217.50                     | £2.50 per child & 50p per bag of Reindeer Dust |
| Gift Tombola                   | 2                | Kerry & Becky     | £ 195.15   | £ -                 | £ 195.15 | £ 175.15                     | £1 for 3 tickets                               |
| Chocolate Tombola              | 2 or 3           | Abigail & Melanie | £ 211.80   | £ -                 | £ 211.80 | £ 191.80                     | £1 for 3 tickets                               |
| Grab a bottle                  | 2                | Michelle & Donna  | £ 123.00   | £ -                 | £ 123.00 | £ 103.00                     | £1 per go                                      |
| Pluck a lolly                  | 1                | Joanna Hand       | £ 63.00    | £ -                 | £ 63.00  | £ 43.00                      | £1 for 3 go's                                  |
| Roll a coin                    | 1                | Mrs Nelson        | £ 101.00   | £ -                 | £ 101.00 | £ 81.00                      | £1 for 3 go's                                  |
| Spin the Wheel                 | 1                | Miss Salter       | £ 112.00   | £ -                 | £ 112.00 | £ 92.00                      | £1 for 3 go's                                  |
| Rudolphs Lucky Dip             | 2                | Sarah & Grant     | £ 286.00   | £ -                 | £ 286.00 | £ 266.00                     | £2 per go                                      |
| Christmas Crafts               | 1                | Sarah Pearson     | £ 68.60    | £ -                 | £ 68.60  | £ 48.60                      | 50p per decoration                             |
| Name the Bear                  |                  | Sarah Freeman     | £ 68.00    | £ 2.00              | £ 70.00  | £ 50.00                      | £1 per go                                      |
| Guess the sweets in the jar    | 1 or 2           | Lisa              | £ 57.00    | £ 9.00              | £ 66.00  | £ 46.00                      | £1 per go                                      |
| Christmas Tattoos              | 1                | Kaitlyn Krygier   | £ 49.00    | £ -                 | £ 49.00  | £ 29.00                      | 50p each                                       |
| Basket Ball Throw              | 1                | Brad              | £ 81.50    | £ -                 | £ 81.50  | £ 61.50                      | £1 for 3 go's                                  |

|                            |        |                          |          |          |          |                   |                     |
|----------------------------|--------|--------------------------|----------|----------|----------|-------------------|---------------------|
| Refreshments               | 2 or 3 | Ali, Laura Smith & Lucas | £ 165.10 | £ 35.00  | £ 200.10 | £ 180.10          | <b>mixed prices</b> |
| Cake stall                 | 3      | Annette & Nic            | £ 242.00 | £ -      | £ 242.00 | £ 222.00          | <b>£1 per cake</b>  |
| Christmas Gifts & Balloons | 1 or 2 | Natalie & Laura          | £ 278.10 | £ 68.50  | £ 346.60 | £ 326.60          | <b>mixed prices</b> |
| Christmas Raffle Tickets   | 1      | Ben                      | £ 99.80  | £ 745.00 | £ 844.80 | £ 844.80          | <b>£1 each</b>      |
| Christmas Fair Tokens      |        |                          | £ -      | £ 115.00 | £ 115.00 | £ 115.00          | <b>mixed prices</b> |
| Pig Yourself Silly         |        |                          | £ 56.00  | £ 51.00  | £ 107.00 | £ 107.00          | <b>mixed prices</b> |
|                            |        |                          |          |          |          | <b>£ 3,200.05</b> |                     |

The fayre was a bit success, and the takings seemed a lot healthier this year with it being held on a Sunday. There was really positive feedback on the grotto as well as the fayre as a whole. By holding it on a Sunday it meant more family and members of the community could attend. It all worked really well, and this seems the way forward. It was a huge team effort, and we wouldn't have achieved this without everyone's help so massive thank you Mr Trenowden also fed back that it was really good experience for the kids and good pr for the school.

The raffle was really successful, lots of prizes were donated and takings were on par with pre pandemic raffles, and the raffle had no expenses.

**ACTION – Write to all the companies – NC to send a letter thanking them for their donation, Carla to send a list of prizes. Email where possible and if stamps use debit card to purchase stamps.**

### **Children's Mental Health Week**

Kerry Senior asked for support in some way however organising and running movie nights for the whole school in one week just wasn't possible. Mr Trenowden had suggested looking into Yoga. Initially a lady was found for doing 2 days and all children would get a taster session. This was going to cost £575 but we have now found someone for £250 who seems better, and the children will get certificates and stickers. All children will get 30min taster session and nursery will have bubbles instead to practice breathing exercises. Total Cost to PTFA is £270.99. The sessions will be held Thursday & Friday this week.

### **F1 & F2 Magic Show – 3<sup>rd</sup> March**

Alison will reach out for volunteers at some point this week. The magician will cost £95 for the hour and needs payment in cash on the day. Fay will do the catering on the day. Pizza with crisps on the side. Biscuit and fruit shoot when they arrive. The letter has gone out and parents will pay online on school money. Alison will bring some throws and cushions. Need to check if we have enough fruit shoots. Some of the crisps run out on the 4<sup>th</sup> March so we need to get to them. Carla to check for allergies as they book on. Those with allergies can be accommodated by Fay from in the freezer. Going to get margarita pizzas from Aldi and will also ask if any teaching staff can stay behind. Few offers of help were also offered in the meeting.

**ACTION – Check we have enough fruit shoots.**

**ACTION – Carla to keep track of allergies as they book on.**

### **Planning for the rest of academic year**

**Easter Egg Tombola** – Think it coincided with productions last year which was fine. Last year we took £853. If the production for this year changes from the 30<sup>th</sup> we'll move ours to the same day so could possibly be 23<sup>rd</sup> March.

**ACTION - Carla to confirm.**

**Year 6 Leavers Hoodies** – Forms have gone out to the year 6 parents, deadline is the 24<sup>th</sup> Feb. Planning to use Crystal Knitwear again but we are double checking that's the best value for money and quality. Had about 50 responses so far. Plan is to hand them out at the end of SATs week. They will need to be handed out on the Friday afternoon as SATs are later that week because of the coronation this year.

**ACTION - Carla will send a reminder out before half term.**

**Doughnut Friday 28<sup>th</sup> April** – All in agreement this is a good plan.

**Summer Disco – 15<sup>th</sup> June** – This would clash with a planned performance at The Palace Theatre so need to change this. Thursday 22<sup>nd</sup> June is the planned date.

**Berry Hill Classic Car Show – Sunday 25<sup>th</sup> June** - Any profit would go directly to the school, no timings yet.

**ACTION – Alison to approach a committee and see if we can get enough helpers.**

**ACTION - Alison to find out more details.**

**Summer Fayre – 2<sup>nd</sup> or 9<sup>th</sup> July** – External stalls and committee stalls. If we do this we need to have sub group. The stocks are repaired ready.

**ACTION - Check availability with David and then start putting feelers out. External companies' letter to be drafted. Alison to approach the committee for volunteers.**

**Year 6 Leavers Disco – Thursday 20<sup>th</sup> July** – Committee to have a think about what we might be able to offer to make it a bit more special. Suggestion of chocolate fountain and non-alcoholic punch.

**ACTION – Natalie Church to approach a contact she has re a photobooth.**

### **AOB**

**Easter productions** – in the pipeline

**Kings Jubilee – Friday 5<sup>th</sup> May** – looking to possibly have a picnic on the park and have a giant picnic. Michelle has asked the PTFA to fund a gift for all children. 450 children it is an expensive thing to fund, and it was decided this wouldn't be the best use of funds.

**Playground Initiative** – Mr Trenowden spoke about how he would like to achieve a big sandpit in the top playground. Suzanne's previous school made one and they used reclaimed sleepers, made the ground level, and then used heavy duty pond liner and put tarpaulin that they could be secured with rounded bolts that

just hooked on to keep it covered at night, she thinks it cost them about £500 but unsure how big this was for.

**ACTION – Suzanne to find out where they got the sleepers from.**

**ACTION – Next newsletter to go out in March, Natalie & Rebecca to write a bio.**

Date of next meeting – Tuesday 23<sup>rd</sup> May 2023 on Teams