



## 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:** 6<sup>th</sup> June 2023  
**Meeting Held Virtually via MS Teams.**

#### Attendees

Mr Trenowden – Head Teacher  
Carla Oaksford-Smith – Vice Chair  
Natalie Church - Secretary  
Alison Davies – Chair  
Mrs Tranter  
Miss Smith

#### Apologies

Miss Sargison  
Rebecca Krieger - Treasurer  
Mrs Davis  
Sarah Freeman  
Louise Ramsdale

### Welcome and Minutes of Last Meeting

Alison welcomed everyone to the meeting, and we went through any actions from the last meeting. Those still outstanding are listed below. We also discussed the car show, we are struggling to get volunteers and with all we have on at the minute we decided to focus on other internal events. Alison has written back and asked that they please consider us for future events, but we can't at the moment.

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

- **Visit to Il Rosso to see if they have a room suitable to use for fundraising ideas.**
- **Letter still to be sent to thank for businesses for the kind raffle prize donations at Christmas.**

### Treasurers Update

As of the 1<sup>st</sup> June the balance is £7589 and the amounts taken for various events are shown below

Feb Non-Uniform - £242

Magic Show - £405 minus costs for food and drink plus £95 for the magician

Yr3 & 4 production - £703

Non-Uniform 31<sup>st</sup> March - £175

Doughnut Friday - £441 minus the £250 for doughnuts

School lottery - £358 since our last meeting and just ticks over by itself.

Book sale - £166.10 and the leftover books will go on the stall at the summer fayre. All profit as all books donated.

Non uniform May - £257 at the moment

### **Year 6 Leavers hoodies**

These have been handed out now. Total cost of £1360 this has come off Becky's figure above already. We have had to approach Crystal Knitwear to order a few more hoodies, these parents have paid for these, and they will take about three weeks. We may wish to consider a new company going forward for example those that we get the new uniform from.

### **Co-op Community Fund**

Laura has written to the PTFA to ask us to approach the co-op community fund to support the new nurture space. We believe it works similar to the way Tesco work with their tokens. Alison has emailed Laura back to ask for more information on it. Deadline is 11<sup>th</sup> June to complete the application. We don't know when the next round of funding takes place after this round.

**ACTION: To follow up on this.**

**ACTION – Alison to complete application.**

### **Light Nights Summer Disco**

These are being held on 22<sup>nd</sup> June – all letters have gone out from F2 – Year 5 and its £5.50 for each child to attend. Price has increased by 50p as everything has gone up. We are using DJ Dale because DNA wanted £450 for 3 discos, and we felt this was too much. We have used DJ Dale before, and he has all relevant paperwork and is £275 and is much better value. Currently Y4/5 – 51 tickets sold, Y2/3 – 38 tickets sold and F2/Y1 – 51 tickets sold.

At the F2 & Yr 1 we have 4 volunteers from the PTFA and the others have 6 PTFA volunteers. That and the staff should be enough support. There will be no tuck shop at F2 & Yr 1 disco but there will be at the others. We also have some light up toys to sell. All children get a packet of Haribo and a freddo on arrival.

**ACTION – Carla to send a reminder.**

### **Year 6 Production 28/6/23 2pm & 6pm 30/06/23 2pm**

Will be Year 5 & Year 6. PTFA will be there to do refreshments.

### **Year 6 Disco**

We are struggling to get a DJ for this disco. DNA have no DJs available. DJ Dale can do 7pm but we also can't get the inflatable photobooth for the original date. If we can look at changing the date DNA have a DJ available on Monday 17<sup>th</sup> or Tuesday 18<sup>th</sup> July. Tuesday 18<sup>th</sup> July looks ok school calendar wise; 17<sup>th</sup> is an option if cancel dance club. Wait for confirmation on DJ and then add then we will check availability of everything else. Alison has one chocolate fountain for at the disco but would like some help from someone on the fruit punches.

**ACTION – Can anyone help with the fruit punches.**

## Summer Fair

Floorplan attached. Carla & Alison have done lots of work for the Summer Fair. It will be held 9<sup>th</sup> July 12.30 – 4pm. Public liability insurance is all in place through Parent Kind. Temporary event licence all in place and we can play music and sell alcohol. Paperwork all done and ready to go. Meetings with external stallholders have been underway. The positions on the floor plan are pretty set. Hucknall sweets are the only ones that haven't paid their pitch fee yet, but we have time, the others have all paid. The PTFA will do their own sweet stall if for some reason she can't come. PTFA refreshments won't be selling anything the external stallholders are having. External stallholders have been asked to pay £10 and supply a raffle prize. Parents have also been asked for donations. We are hopeful for a good turnout of prizes on the day. The trailers will get access to the car park through the fencing. David knows which stalls need what. Looking for a prize for about £15 for the Basketball shoot out perhaps a tennis set. If you see anything on offer, please let Alison know. School gate will need to be kept here as an emergency exit. PTFA Stocks won't be run all day as we don't have enough people to man it all day, but we can list the times it will be open so that people are aware. We've paid for White Post Farm which has been paid for by the sponsor of our summer fair as they were £300. Parent & Child toilets will be in top block. Tried to make sure none of the stalls are overpriced in what they are selling. We want it to be a fun day for everybody even if they only have a couple of pounds to spend. There will be tables & chairs on each playground for people to sit at. If the weather isn't 100% the PTFA have brought 5 gazebos. We could do with 3 more if possible. We are going to set up on the Saturday afternoon and get it all in place. On Sunday we will ask for stall holders from 10am and we will liaise with PTFA & Teachers about what time we need people to arrive. A banner will go up outside school within the next two week.

Five Year 5 boys have asked they can have a stall to raise money for some football goals and they have arranged an adult to stay with them and be responsible. – PTFA agreed this. Money from this will be specifically for the football goals.

Music for the summer fair – Carla tried to get Mansfield Rock choir but couldn't get them, so asked if we could use the big speaker to play some music on. Explore some options around music options.

## AOB

### Sports Day

Sports day will be on Friday 7<sup>th</sup> July on Berry Hill Track. PTFA happy to help with drinks and toilet etc, we are unable to sell refreshments because of the café on Berry Hill Park.

### Christmas Artwork

If we wish to do this again this year, we need to book a slot with the company. All the teachers would need to do the artwork with the children as previously it is something Mrs Maker has done. The pack from the company contains some ideas though.

**ACTION – Mr Trenowden to follow up and we need to be booking a space ready if we want to proceed.**

**ACTION – Alison to contact Cauliflower Cards to secure booking.**

### **Penny Mile**

This is usually held towards the end of September, so the PTFA have enough time to publicise it.  
Provisional date – Monday 25<sup>th</sup> September

### **Date of Next Meeting**

The next meeting will be the AGM held in person at school, provisional date on Wednesday 20<sup>th</sup> September at 5.30pm in the school hall.