

BERRY HILL PRIMARY & NURSERY SCHOOL PTFA



Head: Mr Trenowden
Deputy Head: Miss Sargison

PTFA

Chair: Alison Davies **Vice Chair:** Carla Oaksford-Smith
Secretary: Natalie Church **Treasurer:** Rebecca Krieger
Teacher Representatives: Miss Smith

Date of Meeting: 23rd November 2022
Meeting Held Virtually via MS Teams.

Attendees

Mr Trenowden – Head Teacher
Mrs Price
Alison Davies – Chair
Carla Oaksford-Smith – Vice Chair
Rebecca Krieger – Treasurer
Natalie Church – Secretary
Miss Sargison
Mrs Davis
Melissa Rice
Sarah Freeman

Apologies

Lisa Richardson
Sarah Tyers
Sophie Sharp
Nadine Liptrott
Rachael McLean-Carlin
Mrs Tranter
Miss Smith

Welcome and Minutes of Last Meeting

Alison welcomed all to the meeting.

We then discussed the actions from our previous meeting which had been held alongside the AGM on 14th September 2022. The majority of the actions had been completed, see below for brief update –

- Carla has updated the constitution and has it at work to be checked, it then needs to be signed by everyone before submitting to the charity commission
- The accounts were circulated after the last meeting
- Handover of all secretary documents was made to Natalie
- Businesses were chased for raffle prizes and additional prizes have been secured
- PTFA events will be added to future school newsletters

Outstanding actions to carry forward:

- **Class Christmas presents to be discussed today under agenda item.**
- **Viewing the room at Il Rosso will be looked at again in the new year**

Constitution

This was discussed under outstanding actions.

Action – Carla will circulate to be signed so that it can be submitted

Treasurers Update

Rebecca had some Wi-Fi issues so below is a brief update.

Penny Mile - £680.93 raised and no expenses for this event

Christmas Card Artwork - £550 approx. commission, big thanks to Carla and teachers as it was a rush at the last minute to get it all organised

Bonfire Disco - £1395 in ticket sales, £770 approx. in tuck shop sales. It was really busy as usual. Unsure yet as to the total expenses but we had some lovely feedback from parents and children all seemed to enjoy the event but the DJ cost £369. Some of the stock sold also rolls from event to event.

Non-Uniform Day Oct - £186

Lottery has raised £2434 since it started in 09/2020

Amazon Smile - £24 since the last meeting

Balance currently stands at £5098 on 21.11.22 however Alison has some receipts to pass on.

Doughnut Friday

Is happening this Friday, weather nice and dry (hopefully). 240 Krispy Kreme doughnuts ordered, (144 glazed fundraising and the rest a mix of world cup and iced). The Glazed will be £1 each and others £2 each. Will also be selling candy floss, crisps and drinks and lollies. Will start raffling the Christmas Hamper, this will be spread across the productions as well. PTFA list of helpers to go to the office but they have plenty of helpers. Mrs Davis lending tables to set up on. Alison will be in school approx. 1:45pm to get set up for home time

EYFS Christmas Productions

Taking place in two weeks, timetable of helpers set up. Alison to set up on the Monday at approx. 2:30pm. We can also use an extension if needed as long as under 1 year old or pat tested. PTFA will be selling refreshments and tickets for the hamper. Production is approx. 45 mins long.

Christmas Raffle

Currently got 22 prizes, main prize is a Nintendo switch which was kindly donated by Kingswood Residential Investment Management who are sponsoring the fair. Other prizes include a bike from Smyths, Welbeck farm shop have donated along with I jump, Freestyle, Playmania amongst others. Tickets are on sale and Mrs Salter is kindly sorting this. It will be drawn at the Christmas Fair near the end. Prizes can be collected there and then if people are there. If not, they will need to collect by the end of term.

Christmas Fair – 18th December 10:30 – 2pm.

Set up on the Saturday from 1pm, about 6 of us setting up on the Saturday. Volunteers for the fair we have 10 PTFA, no extra Teachers since the last list was sent to Alison. Carla gave update on a few more teachers. We should be able to cover the stalls we have but may need to merge a couple of stalls if needed. Some of the stalls might not need as much cover as we normally have when we do it on a Friday as hopefully attendance will be more staggered doing it over the few hours. We also have Pig Yourself Silly as an outside

caterer in the car park, they do need to do a risk assessment, £2.50 for hot dog or burger and the PTFA will get 50p of each that they sell. Have 17 stalls and prices are on the document circulated with the minutes. Previously we had £20 float at every stall. We now have 4 Sum up machines, and they will be placed around the fair, they can pay at the machine and get a token that they then use at the stall. Alison asked for £25 float for each stall but will confirm. Rebecca to assess and sort floats after Doughnut Friday. No confirmation yet whether the choir will be at the fair. However, after discussion it was decided festive music would probably be better so will sort this out. All stalls ready to go pretty much. Tesco (Chesterfield Road) & Asda have said they'll support us but can't confirm till 1st December. Tesco Oak Tree have given 40 selection boxes and Morrisons are hoping to give another 40. Floor plan was also added to documents, refreshments in the reception area, majority of stalls in the hall, all exits need to be accessible. No feedback on the floor plan. Carla will do a risk assessment with David. Santa's grotto is up the stairs near Mrs Kendall's room. Santa will be giving out Books and keyring plushies.

Action - Poster to go up in One Stop, Tesco Nottingham Road & Costcutter, NC to share in Quarry Facebook page. Banner going up at school over the next couple of days.

Action – Mr Trenowden to organise festive music

Movie Night

To support Children's Mental Health week, it was suggested we do three movie nights that week but appreciate that's a lot to fit in one week and would mean Fay staying three nights to do pizza. After discussion it was felt that it would be too much demand on the PTFA & teachers at the moment and that movie nights are better staggered across the year. However, if anyone else has any ideas of what we could offer please let us know. Could look at a gymnastics session or something at IJump as they have previously offered fundraising opportunities.

F1 & F2 Magic Show

Because they didn't do a disco the PTFA would like to offer them the magic show. Should have enough helpers to still do a Friday.

Action – Book Peter Presto for this event

AOB

Alison said a massive thank you to everyone in school and the PTFA helpers it's really appreciated and goes a long way.

Class Christmas Presents – at the last meeting Mrs Tranter asked if the PTFA would buy Christmas presents in the school, however the PTFA can't afford to buy a present for each child and we have previously purchased a class present for each class but at the time we stopped it they had a lot of resources. Discussion took place about what might be useful and about Christmas presents in general. It was agreed PTFA funding was to enhance school resources and activities.

Action – Mr Trenowden to discuss this further in school.

Heads collaboration meeting – Asquith mentioned that the Ravensdale pub are happy to do fundraising for them and they have raised quite a bit. Is it worth us asking the Oak Tree if they would be happy to do any fundraising for us.

Two-year consultancy – Mr Trenowden has been speaking with a company called Opal which is looking at changing the outdoor provision and play. The idea is that the concept of the F2 area but if it was designed

for 5 – 11-year-olds with an area for performing arts and a more robust area for playing music etc. Could perhaps be something the PTFA might like to support it. It is a big development area for school. Mr Trenowden also has an idea to turn grass verge into a large sandpit, not sure if any of the PTFA have an expertise and might have a nice community feel. Definitely something to look to support

Date of next meeting – Wednesday 1st Feb 2023 on Teams at 5:30pm