



## BERRY HILL PRIMARY & NURSERY SCHOOL PTFA

**Head Teacher:** Mr B Trenowden

**Deputy Head:** Miss S Sargison

### PTFA

**Chair:** Carla Oaksford-Smith

**Secretary:** Natalie Church

**Vice Chair:** Louise Ramsdale

**Treasurer:** Rebecca Krygier

**Date of Meeting: Friday 10<sup>th</sup> May 2024**

**Venue: The Oak Tree Pub**

#### Attendees

Carla Oaksford-Smith  
Louise Ramsdale  
Natalie Church  
Rebecca Krygier  
Sarah Tyers  
Sarah Freeman  
Danny Marriott (School Representative)

#### Apologies

Mr Trenowden  
Miss Smith  
Miss Sargison  
Mrs Davies  
Mrs Tranter  
Lisa Richardson

### **Welcome and Minutes of Last Meeting**

Everyone was welcomed to the meeting and the minutes were reviewed.

### **Minutes of Last Meeting – Actions Outstanding**

The Penny Mile money still needs taking to the bank but is locked up. Carla has planned to do this in the summer holidays unless anyone can help beforehand. No other actions.

### **Treasurers update & review of recents**

Magic Show: £380.00  
Afternoon Tea: £410.00  
Peg Festival: £431.00  
Year 3 & 4 Productions: £483.00  
Easter Egg Tombola & Gift Sale: £712.50  
Non-Uniform Day: £245.00

Lottery still ticking over at approx. £100 a month

Account balance - £6986.65  
Float balance - £86.65

### **Year 6 Leavers Hoodies**

Leaver's hoodies have now arrived at school, these worked out at £1175.38, they have all been sorted & are ready to give out at the end of next week, after SATs.

### **Doughnut Friday**

The committee agreed that we do want to run another Doughnut Friday, the date agreed on is 17<sup>th</sup> May 2024. This is only next week so we decided to try using Dunkin Doughnuts this time as they are a lot closer to school.

It was decided that we would have 2 separate stalls on the year 3 & 4 playground, 1 cash only & 1 cash & card to try to control the crowds better. We already have 6 helpers in place for this event which should be enough.

Action: Louise to order & collect the doughnuts

### **Breakfast with someone you love**

As we ran an event for Mother's Day the committee agreed that we also need to run an event for Father's Day, to be inclusive we discussed names for this & decided on Brekkie with a Buddy, the date agreed by the committee is 14<sup>th</sup> June 2024. It was agreed that we would run just 1 sitting with a maximum of 40 people. The cost of this would be £10 for 1 adult & 1 child & £5 for additional children. Each 'buddy' will get a small gift (hero keyring).

Action: Carla to put a forms link together to gauge interest & get food choices.  
Louise to order & collect food

### **Summer Disco's**

The date for the disco's is already set at 27<sup>th</sup> June 2024, DJ Dale is already booked. The committee decided not to hand out sweets & chocolate at the start of the fair because some children have dietary requirements & we aren't always aware of them. It was decided that we would hand out Glow Stix instead as well as doing neon face paint. Helpers so far: Carla, Louise, Nat, Sarah T & Lisa.

Action: Carla to reach out for more helpers.  
Louise to check shed & stock up on supplies if needed.  
Natalie to purchase glow up bits for tuck shop & glow stix as well as replace neon face paint.

### **Drama Club Production**

Drama Club are putting on a production on Thursday 4<sup>th</sup> July, we have agreed to serve refreshments at this event & for all proceeds raised to be for Drama Club. Helpers Carla, Sarah T, Lisa, (Nat, Sarah F & Louise if needed)

### **Summer Fair – Sunday 7<sup>th</sup> July**

We have several stall holders already confirmed for the day, the food is booked in with Spitting Pig again. Danny is bringing his Coffee Pod. We have altered some of the PTFA stalls & Carla has started to order prizes. The bouncy castle is booked. We are still waiting on confirmation from Samworth regarding the band coming over. Peter Presto is booked to provide 2 free magic shows as well as some close-up magic to the crowd. This is being paid for by Kingswood Residential Investment Management.

Action: Carla to circulate plans to committee once sorted.  
Carla to confirm times with helpers for both Saturday for set up & for the day.

### **Sports Day**

As F1 & F2 and KS1 Sports days are being held on school grounds this year we have been asked to provide refreshments, the dates are F1 & F2 9<sup>th</sup> July 2024 9am & KS1 11<sup>th</sup> July 2024 9am. Sarah T can help on 9<sup>th</sup> July & Sarah T & Louise can help on 11<sup>th</sup> July.

Action: Carla to see if she can get some extra helpers.

### **Berry Hill's Got Talent**

School is hosting their first Talent Show outside of school hours. On Friday 12<sup>th</sup> July 2024 from 7:30pm this will be an event where parents/carers attend to watch their children perform, the PTFA have been asked to host refreshments, we are in agreement with this and with it being a week after the Summer Fair we are going to seek a licence to have a bar as we can use any left over alcohol, as well as other refreshments.

Helpers: Carla, Louise, Lisa, Sarah F, Sarah T.

### **Whole School Arts Showcase**

School is hosting an arts showcase & have asked for us to again serve refreshments, the committee discussed this & decided that with everything else we have on this half term this is not something we can help with this time.

### **Year 6 Leavers Disco – Thursday 25<sup>th</sup> July**

DJ Dale is already booked in for the disco, the photo booth has quoted us £425.00 it was £350.00 last year; however, the children really like it. The disco is to give the year 6 leavers a good send off & not about making money. Helpers: Carla, Louise, Nat, Lisa, Danny.

Action: Nat to book photo booth & purchase leavers bands.  
Louise to sort out sweet cones.  
Carla to sort out poster & decorations.

### **Year 6 End of Year Productions**

The PTFA usually serve refreshments at this event however the date has not been confirmed yet.

### **AOB**

We discussed the possibility of purchasing a slush machine for our events, Louise is going to look into this for us to see if we can find one at a good price.

**Date of next meeting:** TBC