**Echelford PTFA Committee Meeting**

on *Thursday, 13th January 2022 at 9.00am*

Location: Community Room

**Minutes**

*Attendees: Danny Blackwell (Chair), Maria Houghton (Secretary), Harriet Code (Staff)*

1. Welcome & apologies. Chair welcomed everyone. Apologies sent from Lauren, Keri, Amber, Lesley and Hannah.
2. Completed Events
	1. Christmas Fayre Still being totalled, approx. £4,000 raised. HC: the fayre was successful from the school’s perspective.
	2. Production DVDs £400.28 raised. Action: We need to discuss other options as DVDs are now outgoing tech.
	3. Xmas Decorations Around additional £100 on top of the ones sold at the fayre. Worked very well selling at the Christmas performances.
	4. Donation from Loco/ Nisa. Generous donation of £900, thanks Mel Osborne who approached them. DB: putting this money towards Gazebos for future events. Action: Pricing of gazebos
	5. Your School Lottery (ongoing)Raised to date: £492.80. On target for over £2,000 raised by Sept 2022, if ticket level is maintained.
	6. AmazonSmile (ongoing) Recent pay out for Aug-Oct was £48.98, next due in Feb for Nov-Jan – expected to be decent amount due to Christmas period.
	7. EasyFundraising (ongoing) Due around £80 – purchases take time to clear before paying out.
3. Upcoming Events
	1. Spring 1
		1. Xmas Jumper Collection - in progress
		2. 2nd Hand Uniform – need someone to take on, run on pta-events + rail at parent’s eve/ lolly sales etc. Action: Create poster/FB ad, HC to put on school FB page.
		3. Raise £20.22 for 2022. PTFA challenge the children of Echelford to each raise £20.22 in 2022 by Twos-day, 22/2/22. The children can choose how they would like to do raise it. Helping around the house, a sponsored activity, the choice is theirs. Action: Create posters, WhatsApp & Facebook images as well as letter & sponsorship forms. Launch on Friday 28th Jan. All forms & money to be returned on Tuesday, 22/2/22.
4. Possible Future Events
	1. Spring 2
		1. Mother’s Day/Special Person event (27/03) – children decorate a flower pot & get a flower to give to special person.
		2. Krispy Kreme Sale. Can be flexible on date – perhaps tied into a national sporting event? Action: Date TBD
		3. Sponsored litter pick. Drop until academic year 2022/23.
		4. Clothing Collection. Potential collection date: Friday, 25th Feb. Action: HC to confirm
		5. Balloon Race. Have a class balloon, which children help design and follow during the day. Have one that ends at the Summer Fair? Action: Look at various virtual balloon race sites for dates/ options.
	2. Summer 1
		1. Clothing Collection. Potential collection date: w/c 19th April. Action: HC to confirm.
	3. Summer 2
		1. Ice Lolly Stalls Going ahead, on Fridays - 10th, 17th, 24th June, 1st, 8th, 15th July. Not on the Summer Fair day
		2. Summer Fair. Link to Queen’s Jubilee? Summer Fair – garden party theme. Bunting, cream teas etc. Potential dates: Fri, 10th, 17th, 24th June Action: HC to confirm date.
		3. Non-uniform day (pre-fair) To be held the week before the Fair.
		4. Colour Run – Should it be changed up a little this year? Serving food again maybe? Action: HC to confirm date & speak to Yr 6 team for Colour ideas.
5. Other Updates
	1. Date, time and location of next meeting. 17th March @ 9am. Action: MH to add to pta-events.
6. Any Other Business
	1. Audio equipment costing. Would be great to get an rough amount so we can have a fundraising goal. Action: HC to follow up on 2nd quote for hall sound system.

Meeting closed