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Description automatically generated**Echelford PTFA Committee Meeting**

on *Tuesday, 12th July 2022 at 9.00am*

Location: Community Room

**Minutes**

1. **Welcome and Members present**

*Attendees: Danny Blackwell (Chair), Maria Houghton (Secretary), Lauren McBride (Treasurer), Harriet Code (Staff), Zoe Cottle (Staff)*

1. **Completed Events**
   1. Summer Fair – *needed more people to help. Without teachers and Frost Estate Agents stepping in last minute the fair would have been cancelled.*
   2. Ice lolly Sales (10th & 24th June, 1st & 8th July) – *total raised after final sale.*
   3. Your School Lottery (ongoing) – *Raised £1,480.80 since Oct 2021*
   4. AmazonSmile (ongoing) – *Raised £252.43 to date*
   5. EasyFundraising (ongoing) – *Raised £118.09 since Sept 2021*
2. **Upcoming Events**
   1. **Summer 2**
      1. Ice lolly Sales (15th July) – *may cancel if colour run date changes to Friday.*
      2. Yr6 Production Refreshments (14th July) – *MH will be available for the 1.30pm show, DB will be available for the 6.30pm show. Additional Helpers will be required. Tea, coffee & fizzy drinks already in stock. Costco trip required for cookies, crisps, muffins & milk.*
      3. Yr6 Colour Run (18th July) – *HC advised that Colour run date will probably change due to high temperatures expected on Monday.* This will most likely move to Friday 15th during the school day.
   2. **Autumn 1**
      1. Teddy Bears’ Picnic (7th Sept) – Discussed having a “First Day of School” photo frame, this is fine if parent/carers are mindful not to include other children in their pictures (or on social media). Also wanted to see if anyone had ideas for getting the parent/carers interacting with each other a little more while the children are playing. Everyone to think over the summer break.
3. **Discussion of potential Events for 2022/23**
   1. **Autumn 1** 
      1. Yr6 Cake Sale – Thurs, 22nd Sept
      2. Clothing collection 30th Sept. Pending collection slot availability.
      3. Yr5 Cake Sale – Thurs, 13th Oct
      4. Spooky Disco – Thurs, 20th Oct
   2. **Autumn 2**
      1. Christmas Jumper Collection – Early Nov
      2. Yr4 Cake Sale – Thurs, 17th Nov
      3. Christmas Jumper Sale – Late Nov
      4. Non-Uniform Day – Fri, 2nd Dec (provisional)
      5. Christmas Fair – Fri, 9th Dec (provisional)
      6. Christmas Production Refreshments – Dates tbc
   3. **Spring 1**
      1. Quiz Nights (adults only) Poss. 3rd or 10th Feb, pending Mr Lockyer’s availability.
      2. Yr3 Cake Sale – Thurs, 9th Feb
      3. A sponsored event
   4. **Spring 2**
      1. Break the Rules Day
      2. Clothing Collection
   5. **Summer 1**
      1. YrR & 1 Popcorn Club
      2. Yr2 Cake Sale – Thurs, 27th Apr
      3. Yr1 Cake Sale – Thurs, 18th May
   6. **Summer 2**
      1. Ice Lolly Sales - 9th, 16th, 30th June & 7th, 14th July.
      2. Sports Day Refreshments – Wed, 14th June (guesstimate date)
      3. YrR Cake Sale - Thurs, 15th June
      4. Non-uniform Day – Tues, 20th June (provisional date)
      5. Summer Fair – Fri, 23rd June (provisional date)
      6. Yr6 Colour Run
4. **Other Updates**
   1. Wickes – reminded HC that closing date was very near to enter.
   2. Date, time and location of next meeting – Thursday, 15th Sept 2022 at 9am.
   3. Date, time and location of AGM – to be discussed at first meeting, see above.
5. **Any Other Business**

Miss Cottle taking over from Miss Code in Sept 2022. Many thanks to Miss Code for all her work with the Echelford PTFA.

**Meeting Closed**