

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

Committee Meeting

07/10/2020 8.00PM | Meeting called by Tracy King

Committee members

Tracy King (Chair) | Sarah Riggott (Vice Chair) | Joanne Pollard (Events Manager) | Lisa Shaw (Secretary)

Item Discussion

- 1 **Minutes from previous meeting:** 30th June 2020 true and correct record

 - 2 **Treasurer Report:**
Bank Balance: £7163.42
End of year balance: 7156.67
Balance: £6.75 from Stampastic
See end of year finances report.

 - 3 **Funding:**
Set up payment for £400 for author for all KS2 children. Waiting for PGL request.
MG asked TK to help with the Daily Mile Diamond Challenge to get funding for a prize at the end of term for KS2. School would fund KS1 by buying £150 worth of vouchers. Buy a Bike have agreed to give £300 worth of vouchers for their shop in exchange for promotional materials to be displayed. TK to liase with MG and Buy a Bike.

ACTION: AH to authorise payment

 4. **Uniform Shop**
Funds transferred to school so far: £5,850.78
Funds to be sent: £428.05
Total so far: £6278.83
AH and school receive a settlement report every 2 weeks when money is transferred.

 - 5 **AGM**
Agenda: Minutes from last AGM. Committee agreed that we did not need official minutes as the PowerPoint is enough evidence.
Date: 22nd October 2020 via zoom
AGM Invite: alter slightly to include the nomination form.
AGM Nomination form: Take out the job descriptions and add to the invite so that it is one letter.
Welcome booklet: fine
Presentation: Take out the Looking Ahead as new committee can decide what they want to do and don't feel any pressure to fulfill the commitments.
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Item Discussion

ACTION: TK to alter the documents as requested and place on the website.

TK to email JMc to add the invite to the app with a form that parents can complete and send back to our email address.

TK to ask JW if she will record a video for the PFA FB page and attend the AGM.

TK to research how to do a survey in Zoom if people come forward for the role.

TK to research ways in which we can promote the PFA on our FB Page.

6 Looking ahead ideas:

- PTA Events: signed up. Run events/tickets through them 1.2% commission plus 20p per ticket.
- BIG PTA Quiz: everything organised by Parentkind.
- Happy Bags like cash for clothes
- Sponsored Walk to the North Pole
- Pumpkin or Scarecrow Trail
- Balloon Race by eco racing
- Comedy bingo
- Deliver Santa Packs: Letter, nice certificate, present, reindeer food, magic key
- Santa to read a story via FB live
- Special message from Santa

These are to be discussed after the AGM.

7 AOB