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| **Date:** | 22nd May 2018 | **Time:** | 8.00 – 9.45pm | **Location:** | Rose & Crown, Charlton |
| **Attendees:** | Barbara Charlesworth, Vanessa Kelly, Julia Rands, Vicky England, Sarah Smith, Eleanor Bland | | | | |
| **Apologies:** | Pete Smith, Sarah Alexander | | | | |

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| **1.** | **Chair’s Welcome** | **Comments** | **Action** |
|  | All welcomed to the meeting | Minutes of previous meeting approved and signed. |  |
| **2.** | **Treasurer’s Update** |  |  |
|  | Recent event profit:   |  |  | | --- | --- | | Child Enterprise | £888 | | Charlton Open Gardens | £242 | | Bingo Night | £81 | | Bags2School | £84 | | Uniform Sale | £15 | | All money allocated to the end of the year with little to spare.  Barn Dance profit to be finalised with licence and chilli costs are taken.  GDPR – Julia has the audit forms ready to complete. Julia to send an email to all parent contacts to let them know that we have their addresses and how we store/use them. | **SA**  **JR** |
| **3.** | **Recent Events** |  |  |
|  | **Charlton Open Gardens** | **Sunday 29th April**  Plenty of cakes baked and volunteers helping but profit at 50% of last year due to the weather. |  |
|  | **Bingo Night** | **Friday 4th May**  A big thanks to Mr Smith for putting on a good fun event. Profit down on last year due to purchase of prizes rather than donated prizes. |  |
|  | **Bags2School** | **Tuesday 15th May**  Good number of bags collected and usual amount of profit. |  |
|  | **School Maypole/Country Dancing** | **Thursday 17th May**  Good 2nd hand uniform sale and new sports kit sold. More of this available for New Parents Morning on 5th July. | **PTFA** |
|  | **Aynho Maypole & Barn Dance** | **Saturday 19th May**  Well done to all the helpers and organisers. Attendee numbers were 50% of last year either due to other events taking place or a loss of appetite for this type of event, so only a small profit was made. An enjoyable event for those who attended but the costs are high and the profit made is not commensurate with the effort put in. Thoughts on next year: don’t hold the Barn Dance at all/hold it in Charlton/hold it in Aynho and hope 2018 was a ‘blip’. |  |
| **4**. | **Forthcoming Events** |  |  |
|  | **Mufti Day** | **Friday 25th May**  Regular end of term Mufti. Form sent out. |  |
|  | **Mini Mud Run & Summer BBQ** | **Friday 8th June**  Starting at 2pm with year groups taking part together. Spectators on the playground with obstacles around the outside on the grass. Vicky has devised an excellent course. Around 20 marshals will be needed – Year Reps to ask for volunteers on FB pages and also how many are likely to stay for BBQ. Hi-vis jackets to come from breakfast club and Barbara.  Vicky to provide a list of equipment needed to be brought to school w/c 4th June.  Julia/Jenny to design a certificate and a ‘I survived the Mini Mud Run’ badge. All children to receive an ice lolly/ice pop.  Simon & Elaine will run the BBQ from 3.30. No pre-order, just lots of sausages and burgers with surplus sausages to be used at Gin Night. Barbara to buy food & drink. Skipping ropes, jenga and other playground games to be available for children at the BBQ.  Despite an offer of a JCB, not sure if the Teddy Parachute will work but a Teddy Zip Wire might be better – going from the JCB in the park car park into school grounds. Lucy/Liz to liaise on the logistics of how it could work/charges/teddy harness/etc. | **Reps**  **VE**  **JR/JG**  **BC**  **LS** |
|  | **Gin Tasting Evening** | **Saturday 9th June**  Form has been sent out, event coincides with National Gin Day (unfortunately the pub is also doing a tasting event but in the afternoon). Numbers and payment need to be confirmed during half term – Julia/Sarah A to gather numbers from Sheila on Friday 25th May.  Buffet of baguette & cheese, sausages and other nibbles to be provided by PTFA members. Eleanor has tables, cloths and crockery. Lots of interest already shown from some year groups. | **PTFA** |
|  | **Father’s Day Shop** | **Thursday 14th June**  Kim/Julia to buy 70-80 gifts ready for the sale. Julia to create a flyer for bookbags on 8th June. | **KW**  **JR** |
|  | **Middleton Cheney Open Gardens** | **Sunday 17th June**  Julia to send Sarah S the sign-up sheet for staff to bake cakes. Julia will ask for more cakes from parents and can deliver them to Barbara’s on Saturday evening (or Barbara will collect). | **JR**  **SS**  **BC** |
|  | **New Parents Morning** | **Thursday 5th July**  More house colours sports shirts to be sold. Sarah A has a Welcome Pack, Julia to speak to her & Jenny about a PTFA leaflet. | **SA**  **JR/JG** |
|  | **Charlton Village Fete Refreshments** | **Saturday 14th July**  PTFA has agreed to run the refreshments stall at the village fete and will get 50% of the takings. Julia has drawn up a sheet for volunteer helpers and cake donations – send to Sarah S for staff to sign up (& ask Polly for cakes). Around 6 people required for each hour slot. Our cakes should also include fairy cakes/brownies/etc. for children. So far agreed to help are: Kim, Ann (Newbottle Estate), Vanessa & Mum, Julia & Mum. | **JR**  **SS** |
|  | **Sports Day** | **Monday 16th July**  Honesty box refreshments to be set up in the morning and ice lollies to be purchased for the children after Sports Day. | **PTFA** |
|  | **Summer concert** | **Wednesday 18th July**  PTFA to provide the bar at this evening event. | **PTFA** |
| **5.** | **A.O.B.** |  |  |
|  | **Other ideas for fund raising** | **Apple Juice**  Kim mentioned a very successful Brownies fundraiser whereby Drovers Hill Farm takes your apples and charges £1.60 per bottle to create your own branded juice. Bottles were then sold for £2.50. All agreed this would be a good idea as many people have surplus apples. | **KW** |
|  | **Classlist messaging** | General discussion about school communications via text and PTFA communications via Facebook. Classlist is useful and GDPR compliant, if we can get people to sign up. Sarah S asked if Classlist would work for school texts too, as sometimes there are delivery issues. | **SA**  **JR**  **SS** |
|  | **Photography Prize** | A voucher for a photo shoot and print has been sent from Barrett & Coe Photography, Northampton to be used as a prize in a forthcoming raffle. Julia to hold on file. | **JR** |
| **6.** | **Next PTFA Meeting** | **Tuesday 26th June, 8.00pm, Rose & Crown, Charlton** |  |