

Minutes : PTFA Meeting, 14th October 2021, 7pm – 8pm

Attendees

Marghanita Malan (Year 1 & year 3 parent)

Sophie Broadbridge (Year 6 parent)

Evan Williams (Year 2 parent)

Elizabeth Smallman (Year 1 & 2 parent)

Laura Lotinga (Reception parent)

Ms Dogan (Reception & Year 3 parent)

Lena Corner (Year 5 parent)

Felicite de Mollerat Du Jeu (Year 5 parent)

Apologies

Karen Law, Headteacher

Selwyn Renton (Lottery, plus Year 1 & Year 6 parent)

Welcome

Marghanita welcomed all and outlined the agenda.

Funding

Jonathan outlined the expenses since the start of the year and the current funding

Funds in the account, with some banking to be accounted for are ~£20k

In the last year we'd funded

- £~4k for meal time supervisors
- £~7k for the Protest event that all children participated in
- £~2k for specific events for Yr 6

This year there is a request for

- £~5k for animation workshops
- £~1k for Claymation, returning to the normal cycle for the relevant year group now Covid is passed
- £~5k for a school wide campaign for associated with world book day

These expenses, plus an ongoing request for meal-time supervisors at ~£4k would see our funding level at £~5k by the end of the year, absent any other income.

Action: Agreed to discuss with Karen, we were supportive of these activities but these may be contingent upon the ability to run a fair/ seek other fundraising income.

Lottery

Continues to generate funds. With prizes are now being distributed through the office. 60 regular participants and we thank again those that return/regift the prizes.

Monthly standing orders from £1-20

Balance at end of August £3800

Action: see how we could further spread the word, particularly in Yr 1 Reception that may have missed this. Consider posters near Reception classroom on noticeboard.

Committee Members

Sophie flagged that she and Marghanita had stood down, with a potential Chair replacement but a hope that others could come forward.

There was also a suggestion that the committee could be larger, with more, smaller roles so the burden for any single parent would be smaller.

There is awareness of the PTFA need to resource members. Whats App groups have been helpful to share and spread the word. We could consider use of boards, on the gate if there are continued Covid concerns to get the message out.

New Class Reps for each class need to be re-established, so PTFA committee messages can be passed to them, and then the Reps would forward the messages to the class parent group via Whats App. They can also use this method to ask the PTFA questions.

New Chair

Evan was nominated as the new chair and seconded by Sophie, and was unanimously approved as the new Chair

Evan is father of Ava in Yr 2, who joined in October 2020. Ava is loving her time at William Patten and Evan is encouraged to continue the active work of the PTFA. He's an accountant by trade and has been in other chair and trustee roles.

Action: Whilst Evan had joined, we do want to seek other parents to join as trustees, with or without a dedicated responsibility. There could be roles for secretary, but also marketing, communications, events, social media or simply as an active chair.

Fundraising

Polar Express (2)/ Winter Fair

We need to determine from Karen whether there is appetite to hold a winter fair or similar event.

Paget is stepping down from running the event but is happy to support and share ideas and thinking. There is also a network of parents who have volunteered in the past that we would hope could support this. She was happy to support an idea where Elf Houses are made by all children that can then be brought into the school to create an elf village.

Whether or not we could then add activities – or food - would depend upon limitations in the school. It was raised that we would not want to dilute the magical feel of last year where there were controlled numbers so no crowds/ noise.

Last year there wasn't a sense that this was a fundraising event and an opportunity to ensure this was flagged this year. Last year this covered its costs but did not support other PTFA activities.

Action: Overall, there is a need to publicise the events the PTFA supports so there is greater awareness that would then encourage donations/ participation.

Action: agree what is possible with Karen, and if there is an appetite to set up a team to support this, either a Fair or a similar, flow through event.

All these would be dependent upon participation/volunteers.

Other ideas

Parents Quiz – a parent flagged this had worked well previously. Get fish and chips delivered from local provider, bar in school, a good fundraiser but also raised volunteers had been a good idea in other schools.

Action: discuss with Tim and Lisa – would they be keen – perhaps at another location if not possible in the school. Discuss splitting roles for questions, auction, bar etc.

AOB

Discuss with Karen how we could better flag the PTFA to new parents, as well as discuss how we might better connect new parents with each other.

Suggested to continue the cake sales or other small fundraisers, volunteer dependent

Action: encourage other ideas from the broader parent and teacher community and share with williampattenptfa@gmail.com to see how we could mobilise around these.

Thank you

Finally, all present thanked Marghanita and Sophie for all their efforts for the PTFA, especially the challenges we have faced as a result of Covid.

Meeting closed 8pm