

Minutes of the Hebdenroyd Primary & Nursery School PTFA Meeting

Monday 6th November 2023 - 7.30pm on zoom

Attendance and Apologies

Present: Jules Davis, Jenny Stansfield, Sarah Bruce, Christina Thomas, Emma Rickard, Natalie Lalande, Simon Horn, Ricky Wild

Apologies : Sian Ahern, Joanne Hulme, Rob Paton

1. Follow up on Charity Commission Submission of new constitution document.

Sarah has signed & sent off all relevant documents and is awaiting their decision.

2. Follow up on PTFA spending requests.

- Not heard anything from school on the outside nursery area anti slip flooring - Jenny to follow up with Rob.

- 3 new road signs are in the planning at approx. cost of £60/each

3. Autumn newsletter and Christmas event promotion.

- discussed Jenny sharing Canva login details and Natalie to oversee for future sharing of newsletter work.

For now, Jenny to work on newsletter requests for Xmas events to go out later this month.

4. Christmas Raffle - planning

- Teresa is doing a great job of approaching local businesses.

- Sarah has sent off license application of £40 & thereafter will be £20/year.

- Agreed that Jenny will update outlook sheet with who needs to be contacted and will be shared out amongst us.

5. Christmas Fair - planning

- Sarah has booked Santa and agreed to donate to his favoured charity.
- *Xmas stall ideas* - Teddy tombola/ String pull - kid friendly / Secret Santa / Xmas tattoos - nail stickers/ hair braiding - Natalie to contact lady who did summer fair? / Xmas bake off kids & adult version/ Games - Ball toss - Molkky (Simon's Scandi skittle game).
- tokens to be used again - Christina to bag up
- discussed ideas for Santa gifts - Jenny to work out numbers and decided on what to order on WhatsApp at a later date.

6. Christmas Disco - planning

- DJ has been booked
- Snacks & prizes to be organised later.
- PTA member to help at each one.

7. Nativity - planning - 14th December

Simon & Natalie to do refreshments. Christina doing photos and Jenny to help her with taking orders.

8. Any other business

Agreed to do Xmas jumper swap event again. Proposed running it with the refreshments at the Nativity for younger kids and after school on the same day. Jenny to put request for jumpers on newsletter.