

# Monday 29<sup>th</sup> April 2024 6.30pm Duchess pub PTFA meeting minutes

Terri, Jo D, Kate, Henni, Fiona, Louise, Steve

## Agenda

- 1 Apologies
- 2 Bingo Feedback
- 3 DBS update
- 4 Financial Update
- 5 Funding requests
- 6 Disco planning
- 7 Easyfundraising
- 8 Funding feedback
- 9 Welcome packs for new year 5s
- 10 DMS fest
- 11 AOB

### **1 Apologies – Jodie, Lauren, Jacqui, Jules, Jo A**

### **2 Bingo Feedback**

£486.20 Raised

Office sent out previous list of pre booked books.

Good raffle response and saved some prizes for next event

Plenty of refreshments. Need to purchase some big jugs and re usable cups to provide squash.

Contact Mrs Hammond's before event to borrow sound system.

Create checklist/pack to make sure everyone is aware of plans.

### **3 DBS update**

Emails have been now sent for PTFA main committee to be checked. Anyone else needs to contact Kelly at DMS. Occasional volunteers don't need checking. We will make sure we complete by disco 17<sup>th</sup> May.

### **4 Financial update**

£2254.80 current account

£201.00 in floats

£7508.81 in savings account

All up to date and nothing owing to us from school.

What we have raised for sewing machines, book boxes and library quiz challenges leaves us at the roughly the amount since October.

In the process of applying for a debit card.

Yr 6 Sats breakfast and ice creams . Kate to email Julie

### **5 Funding requests**

A request to apply for a grant to re create the pond area.

We need to be a registered charity for grants to come from Tesco.

Kate to look into apply for charity status as we are on track to make the acquired £5k.

Terri, looking into Tesco Stronger starts

SLT still to discuss all funding requests, then forwarded if they think we could help and fund. Some requests should be school funded. Fiona to ask for PTFA to be CC'd in so we can see where and how we can support and therefore push if necessary.

Can we get message out to teachers to put in more requests?

Contact Mr Hague to discuss at the next pupil voice meeting what the children would like. Games? Lunchtime activities? Wet weather games section for library ? all in one?

## **6 Disco planning**

17<sup>th</sup> May

Yrs 5 and 6 5-6pm

Yrs 7 and 8 630-730pm

Poster, Henni to create. FB DMS and PTFA FB.

Add Tickets £3 to School gateway Terri > Ali/Jo A

Email Mrs Hammonds to borrow PA system.

Lights to borrow Gemma > Terri

Jon and Elsie to DJ / collate playlist

Terri and Fiona shop for supplies Cans/ sweets / Crisps x 2 varieties

Volunteer needed on the night and to make cakes.

First aider and SLT to attend

## **7 Easyfundraising**

Easy to add to phone and to shop through.

Use the toolkits to push on PTFA FB

Check over time if monies raised get transferred

## **8 Funding feedback**

Use the photos from the book boxes and sewing machine on new PTFA page.

Ask for a slot in the DMS dozen for PTFA .

## **9 Welcome pack flyer**

Dates to list in the new year 5 welcome pack

DMSFEST / Summer Fayre 29<sup>th</sup> June

Disco years 4 5 6 12<sup>th</sup> July

Family quiz night 4<sup>th</sup> Oct

Bingo 15 Nov TBC

Christmas Disco 13<sup>th</sup> Dec

## **10 DMS FEST Summer FAYRE**

11-3 Over lunch?

Clash with Razmataz

Country show style. Teachers Claire and Sophie to organise show tent activities. (borrow from rugby club)

PTFA to plan

BBQ – find BBQ onsite somewhere. Gas at matts. Baz and Jon to cook. Ask for donations.

Bar PTFA. Can Emma borrow the trailer for drinks?

Cake stand.

Tombola – hold non school uniform day for exchange for prize. Any alcohol to go straight to office direct from parents

Raffle – letter to go out asking businesses for prizes.

Games – can PE department organise anything?

Hazel. Do we need animals ? hay bales to sit on

Music. Fiona and Duncan? Contact Mrs Hammonds. Can we get any musical performance from pupils

Stall from Pupils. Mr Hague/pupil voice. Can each year group plan to run a stall? Games? Selling something? Crafting? Experience?

Bouncy castle ? obstacle course

Silent disco tent? Price from Steve. Tent? Lights?

Tens License Terri

Check selling raffle tickets before event

### **AOB**

Can we help at the open morning. Uniform stand and serve tea coffee and biscuits. Date tbc

Sports day MR Palmer has asked us to serve tea coffee and ice pops.

Check the date 19<sup>th</sup> June