**Fairfields PTFA Committee Meeting**

**7th October 2021 at 8.30pm**

**Via Zoom call**

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| **In Attendance:** | **Apologies for absence:** |
| **Hayley Cole (Chair)**  **Angela Holtam (Secretary)**  **Christine Ngwiri (Treasurer)**  **Hinda**  **Natasha**  **Holly Howard**  **Christy M** | **Mrs Tothill** |

**QUORUM**

The Chair, having noted that a quorum was present in accordance with the constitution, declared the meeting open.

**PURPOSE OF THE MEETING**

The main purpose of the meeting was to update everyone on the planned fundraisers and this term, to ensure orders for materials, gifts etc were ordered in time.

**WELCOME**

The Chair welcomed the new members and explained that all members work to their strengths and give what time they can. There is no pressure to give up time you don’t freely have, or take on roles that do not fill you with joy. The new members outlined their happy roles:

Holly – crafter

Christy – IT guru & organiser

**NEW IDEAS**

Christy brought some ideas to share for new fundraising avenues once the PTFA have a charity number:

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| **Idea** | **Outcome** |
| Tax relief for company donations | This will be most beneficial to individuals who are higher rate tax payers, as they will receive get relief in their 40% tax band. |
| A business directory of parent run businesses | This has been presented to G&T in the past and there was concern around disclaimers. We need to look more into this |
| PTFA should have their own website, as the PTA Events on is too basic and not very friendly | Although a website address costs only a nominal amount, websites dealing with regular updates and payment processing cost thousands. We would need a parent to offer website design for free, and we would have to ensure we always have somebody on the committee trained to do the updates. |

**SUMMARY OF EVENTS THIS HALF TERM**

Halloween sweet cones

Virtual Balloon race

Smarties Challenge

Non-uniform day

Parents have now been notified of these upcoming events, and comms will continue to boost sales & donations.

The Sweet cones will arrive prepacked & Natasha’s Law labelled. PTFA will need to label for class distribution.

Standard cones have a £1.20 profit

Vegan cones have a £1.00 profit

**CHRISTMAS PROGRAMME**

Approved events are:

* Virtual Panto – Aladdin
* Snack Bags – suggested donation £1.00
* Poster competition – 50p per entry
* Non-uniform Day on Decoration Day - 1st December
* Non-uniform day Christmas colours - 16th December
* Silent Auction
* Christmas Even packs – may be prepacked like the sweet cones
* Cook Book – THIS WILL NOW BE POSTPONED TO JAN/FEB 2022
* Walk to North Pole
* Christmas gifts for school Christmas dinner

Christmas Gifts – Holly showed the committee some small Crayola crafting packs she had recently purchase for £1.00. The committee liked these and it was decided to present these to G&T for consideration for EYFS gifts. *Hayley to present to School*

Walk to North Pole – Natasha has been researching apps and found the Walking World app is free and friendly for our needs. It is based on step counts, but you can also enter KM or miles, the map automatically updates with each persons entry. The children will need fitness trackers or step counters to complete this. This will be an event you will need to sign up to. This can be set up on PTA Events, with an option to purchase a £1 pedometer if needed. Just giving will be used for the fundraising. *Look into places that give away pedometers Hayley to query quality with sample supplier*

**PARENT SURVEY**

We have a gmail account, and can create this survey through google forms. To be prepared for distribution with the newsletter in November/December. *Angela to collate questions & create survey*

**ANY OTHER BUSINESS**

For the cookbook we need to find a printer & possibly a graphic designer.

*Christine to contact previous school PTFA printer for quote*

*Angela to send comms to parent Whatsapp groups for a graphic designer volunteer*

There being no further business, the meeting finished.

**DATE OF NEXT MEETING**

To be confirmed.

Minutes written up by Angela Holtam

Signed off by

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**Hayley Cole – PTFA Chair**