

# Whitegate End PTFA meeting. 6<sup>th</sup> June 2019

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## Minutes

### Present

Vicky Boucher – Chair/Minutes  
Lynda Moore - Treasurer  
Sarah Platt  
Claire Eccles-Waters  
Andrea Roberts  
Jess Leaf  
Dave Leaf  
Mrs Conway  
Miss Smith  
Mrs Draper

### Apologies

Elaine Owens  
Janine Hunt  
Claire Branney  
Emma Robinson  
Sarah Pickup  
Cheryl Nelson  
Heidi G

## Previous meeting

- Easter disco was a success raising £511
- Clothing collection raised £59
- Mother's Day gifts complete

## Summer fair

- Stall allocation almost complete
- Teachers to arrive for 10.30

- Car park is needed for “pigs in heaven” so on street parking for event only
- Double check all certificates needed from outside venders, Mrs Draper to check pipa
- 2 x large self lighting coal bags for bbq and disposable tray for veggie burgers to separate
- Pimms cocktails
- Bottles for water/wine need wrapping – Janine
- Sponsorship for flyers and posters needed
- Silent auction – photos of items, display on tripod whiteboard
- Bouncy castle to now be a manned event
- Non-uniform day 7<sup>th</sup> June for tombola donations

### **Y6 leavers gift**

- Mugs – Andrea to get art work from hoodies to print on mugs

### **Sports day**

- Refreshments stall. Adults only refreshments during the sports day but children can purchase after event.
- Biscuits and water to be provided during refreshment break
- Weds – Vicky, Sarah, Lynda
- Thurs – Sarah, Elaine, Andrea
- Any more helpers?

### **Outside Gym**

- Quotes given, approx 9k for 11 pieces
- Still discussing location
- Hopefully all complete by sept
- 2 of the grants expire end of aug so invoice to ptfa before then

### **Accountant**

- Fee seems expensive
- Need full accounts to gain charity status due to turn over
- Training to be given from accountant

### **Other business**

- Bottom yard quad to be converted to an outside provision area for ks1. Could ptfa support with funding for equipment.
- Waterproof clothing will soon need replacing for Forest School and outdoor learning.