

## **Bishop Road Primary School PTFA Committee meeting minutes**

**Wednesday 11<sup>th</sup> November 2020**

**7.30pm Online via Zoom**

<b>Attendees</b>	
Helen Fazakerley (Chair)	Catriona Johnson
Jennie Spears (Vice Chair)	Robert Buckley
Sophie Coles (Treasurer)	Tom Evans
Sarah Carter (Class link coordinator)	Dylan
Lucy Lee (Secretary support)	Gillian Porter (Tea towels)
Miss Purnell	Suzanne Hetherington
Kate Flanagan (Quiz night)	Emma Wood
Alex Spendley (Treasurer)	Chantal Lewis
Carine Adams	
Katie Allen	<b>Apologies</b>
Gill Self	Chris Brooker (Banker; Race night;)
Sam Crawley	
Charlotte Francis	
Mr Edwards	
Jenny Sanderson	
Ann Edmondson	

1. Welcome to the first PTFA meeting of the year.
  - Minutes from last meeting 3<sup>rd</sup> March 2020) approved
2. Voting in of Vice Chair
  - Jennie Spears elected as Vice Chair (SC to check whether enough people to make this legitimate)
3. Update on finances for 2019 / 2020 and 2020 / 2021
  - Alex Spendley: spend on enrichment fund for last year (2019-2020) was only £8k of £14k so we'll put the remaining pledge towards future activities. Discos: have been paid for and funds raised will be with us in December (£870 for ticket sales and a brilliant £470 for virtual drinks). £4700 raised on tea towels already.
  - Pledges: £62k, including 2020-21 enrichment fund dropped to £7,800, books 2019-2020, class library fund 2020-21, outdoor learning, Y6 leavers, Christmas books (£1k).
  - Amazing £3,100 (£4,000 when include February 2020 instalment) grant from Co-op, ringfenced for waterproofs for outdoor learning. Thank you to Jenny Sanderson who lead on this. Outdoor learning is three times a year and not everyone has suitable clothing / footwear. Now we can purchase waterproofs and wellies and ensure equality of opportunity in outdoor learning. SC to talk with Co-op grant manager on terms and conditions and how we might spend any outstanding money. Carine Adams reminded us part of this was an agreement to promote the Co-op; SC suggested a formal thank you and perhaps a clip of some children using the equipment to share publicly.

- Christmas cards: due to be about £600, to be transferred by bank transfer to PTFA. JS and Jo Summers to consider how to distribute the cards, mugs etc at beginning of December.
  - Outstanding uncommitted funds of £23k. (£15k that was due for music suite will be due in future.)
4. Update from school
- No update from the school or requests for specific fundraising at present.
- Mr Emissah had asked PTFA to consider promoting the school virtual tour video for parents registering for reception 2021. HF to check details with him when she next sees him.
5. Current projects - update
- Tea towels – Gillian Porter: orders are up a little on last year and Gillian will order an extra 10% as usual. Should arrive w/c 16 Nov. Roughly £2,600 in profit; £3,200 if sell the extra 10%. GP and SC to discuss how to sell the remainder via the website and/or at the Christmas tree sale day. GP to receive order and distribute via class reps / teachers. Miss Purnell felt this would work, though may need to be quarantined before handing out (3 days). Need to consider how to deliver those that are bought on-line. Possibly sell / deliver at Christmas tree sale.
  - Christmas cards: due early December; JS to consider distribution.
  - Christmas tree sale (Sat 5<sup>th</sup> Dec): we have a card machine, so cash payments will be optional.
  - Raffle (TBC): still considering this given second lockdown and economic climate. Will probably be pushed to spring term.
  - HF suggested a Christmas disco / magic show on Fridays 4<sup>th</sup> and 10<sup>th</sup> Dec as fun and profitable. More popular for earlier years. Or virtual Father Christmas meetings? Father Christmas usually visits Reception – be great to continue this. SC wondered which enrichment activities for older years are kids missing out on this year and whether we could provide these via zoom? (Such as Jason Singh, beatboxer.) Perhaps a magic show for the younger years and beat boxing for older years?
6. Recent Events (review)
- Virtual disco evenings went really well (see above).
7. Looking forward to 2021
- Virtual balloon race a possibility pre or post-Christmas.
  - Justgiving campaign for specific project nominated by school.
  - Virtual Disco evening (take 2).
  - Bishop Road Tote bag: potential designer in hand for spring sales
  - Zoom evening talk - coping with Covid and building resilience: Charlotte Francis organised the amazing talk with Jo McAndrews about talking to our kids about resilience in the face of climate change; she's looking into a similar talk based on Covid. Caroline Hickman, a local psychotherapist, has been doing these talks and is ready to go. PTFA could charge nominal fee / suggest optional donation. Be great to do this before Christmas; can accommodate 100 on our zoom account so may need to offer a couple of evenings if popular. Charlotte to look into costs.
  - Other usual items which will have to be reviewed nearer the time: *Beginners Ball, Bingo, Quiz night* (possible virtual one; thank you to Kate for heading this

for the last few years, we now need a new quiz master – Kate happy to handover and has produced a handover note), *Inflatables, Summer Fair, Yr 6 leavers*.

8. AOB

- Vacancies / support: class links to ask around
  - Quiz master
  - IT support with website sales
  - Disco lead
  - School uniform sales (online and in person): Gill kindly offered to continue, and Jodie Murray (Y1) happy to help. We plan to make this an online sale.
- Easyfundraising: current offer for everyone that signs up before Christmas, school gets £5. Put together simple instructions on how it works and how to sign up.

NEXT MEETING – Tuesday 9<sup>th</sup> March 2021