



Fairfield Primary School PTA

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Charity No: 517582



Minutes 6 June 2019

Present –

Samina Barnwell, Bev Frost, Emma Coward, Mrs Mcleod,

Apologies Received

Katherine Lewis, Louise Eventon, Linda Leo

1. Summer Fayre – 29 June 2019

We have received a number of prizes from local businesses but a push needs to go out to get some responses and more raffle prizes.

Raffle tickets will be ordered this week in order for the books to go out to parents on Friday 14 June 2019.

Return date will be the 26 June 2019. (Samina will order)

Jolly bags will go out the same day and to be returned on the 24 June 2019.

Non uniform day will be discussed with Mrs Lewis for the 24 June for the returning of the bags.

Tombola day collection will also be on the 24 June and leading through that week towards the fayre.

We will need to do a call out for cakes for the refreshment table.

BBQ is kindly being organised by Marcus Lush. We need to retrieve numbers from last year to enable us to order for this year.

Bouncy castle and slide are booked.

Call out for volunteers to be done after sports day next week.

Jolly bags have been ordered ó Bev will do slips and start getting them ready to go out.

Face painting - an idea was raised to use stencils to make it quicker and easier for the volunteers.

Stalls agreed at present ó

Refreshments	BBQ	Door ó staff hamper
Coloured hairspray ó ordered	Bouncy castle	Hook-a-duck
Beat the goalie ó Samina to ask helpers from last year	Teddy/cuddly toy tombola	Bottle stall
Gift tombola	Welly wang	Eco committee ó to be asked
ICE bridge ó playground	Guess the weight/name ó Samina	Penarth Leisure Centre ó obstacle course

Penarth Library	Police	Fire
Silverstars Gymnastic display	Kansei Karate display	Face painting

2. Sports Day – 10 June (back up 14 June)

Helpers have already volunteered for finishing lines and refreshments.

A decision was made not to ask Starbucks for coffee this time and just use our stock.

A decision was also taken that we will use individual packaged biscuits as an option for the parents due to the inclement weather and the fact that it could be cancelled ó these items can be easily saved for the reserve date. Also any items leftover can be used at the new reception parents meeting/summer fayre.

Cans and bottles of water will also be used from our stores.

The new gazebo will need to be erected on the day if necessary.

Stickers are available ready for the finishing line.

Two parents have offered their services to take photos of the children during sports day for the parents. These will be made available on a secure website for the parents to purchase. A fixed cost of £10 per child will be charged (to be agreed with school) ó all funds will then be donated to the PTA account. (Andrew Jones & Andrew Smillie).

Mrs McLeod informed us that the nursery children will be having their own sports day on Monday 17 June 2019 ó they will require helpers ó morning session is 10.30 to 11.30 and afternoon session is 2 til 3 pm. We will ask for helpers/be available.

3. School Tea Towels

Orders for these have been poor at the moment but a decision has been made to order 50 of each (KS1 and KS2) and any leftovers will be available for purchase at the summer fayre.

4. Reception Parents meeting – 11 June 2019

Linda Leo and Louise Eventon have kindly offered to serve refreshments at this event. We have made a decision to print out the PTA newsletter to be handed out to the new parents to show them what we have done and encourage them to get involved.

5. Taking Flight – 10 October 2019 (tbc)

As the committee are standing down this event will need to be coordinated with the school. We will be asking Rachel Jones if she would kindly be the point of contact as she initiated our involvement and has kindly been liaising with the company on our behalf. The outgoing PTA have agreed to fund this and the funds will be made available.

6. AGM – 5 July 2019

Letters have gone out to parents informing them of the standing down of the committee and inviting them to stand for the committee positions and attend the AGM. The form and contact details are all available on the Fairfield School website.

7. Financials

The committee will be looking at available funds left after the purchase of the tablets for the school to make decisions on further requests. Money will need to be put aside in readiness for the Taking Flight production and also the Xmas Disco booked for 16 December for the children.

8. Any other business

As in previous years we have always funded the leavers BBQ ó we have agreed to purchase the pizzas as requested from Bella Pizza as they can offer us a 2 for 1 deal. We also have a large tin of hot dogs in our stock so will make those available for the children also.

We have had a request from Mrs Burnhill-Smith for items totalling £325 for the conservation area. We will make a final decision on this once we have looked at the finances left.

9. Next meeting

This has been confirmed as **Wednesday 26 June 2019 at 8 pm** in the Conservative Club, Penarth.