



Manor Road Primary School PTFA



Minutes of Meeting Date: Thursday 2nd November 2023

In attendance: Bex Walmsley, Cara Hayhurst, Iwona Kossek, Michelle Taylor, DR, Karen Marshall, HC, SB, CB

Objective / Agenda Item	Discussion and Outcome	Actions
1. Apologies for Absence	Debbie Conway	
2. Previous AGM Minutes	Previous AGM - All outstanding actions have been completed – except Amazon smile which is no longer available to us	
3. Actions from Last Meeting	Card Reader action still outstanding: also look for other options for children and cash options – need to look into costs PA System – we need additional information for other spends before look into this further. Depends on funds and what we're looking for	- WIP - To be discussed
4. Chair Report	Read out at the meeting (copy attached to the minutes)	- N/A
5. Treasurer's Report	Discussed at the meeting (copy of report attached to the minutes)	- N/A
6. Election of Officers and Trustees of the Committee	- Chair: Rebecca Walmsley Nominated by: CB Secoded by: HC - Vice - Chair: Carah Hayhurst Nominated by: CB Secoded by: HC - Secretary: Iwona Kossek Nominated by: CB Secoded by: HC - Treasurer: Michelle Taylor Nominated by: CB Secoded by: HC	
7. Meet the Team	- Changing the title to "Meet the Committee" , will also to be added to the FB page	- IK to sort
8. Fundraising Plans for 2023-24	- Pre-School Trim Trail is not going ahead but this will be amended to being all weather flooring. PTFA will donate to Pre-School – we'll be levying the funds - FS refurbishments – going ahead - Contribution to KS1 pantomime – going ahead	- Waiting for quotes
9. Planned events	- Going ahead as planned in September's meeting - Nativity: 6pm Monday & Tuesday: set up from 3.45 - Nativity: Wednesday: 10am & 2pm: 9am set up and 1.15 set up - Break the Rules Day: think about any other rules possible Proposed Events to year end:	



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	<p>Spring Term: 8th -12th January 2024: Gift Amnesty and uniform 26th January 2024: Break the rules Day Feb: Milly's Smiles Collection 8th February 2024: Valentines Disco 6th & 7th March 2024: Pre-loved uniform sale 8th March 2024: Mother's Day pop up shop 15th March 2024: Non uniform day – Easter egg donation for bingo 21st March 2024: Easter Bingo</p> <p>Summer Term: 23rd May 2024: Beach Disco 14th June 2024: Father's Day pop up shop 22nd June 2024: C-L-W summer fair 28th June 2024: Non Uniform Day for YR6 Fair 5th July 2024: Year 6 Summer Fair 16th July 2024: Sports Day refreshments</p>	
<p>10. AOB</p>	<ul style="list-style-type: none"> - Footpath Lighting - Nativity Costume funding - Postbox for Christmas Cards - Facebook posts: Any school info to be posted please send across - Thank You to Bex this year for all your time and effort for this year in stepping up as Chair and taking the PTFA forward 	<ul style="list-style-type: none"> - As a registered charity, the PTFA would have to formally change their status to be able to apply for a grant to support this. School also voiced concerns about the liability implications of lighting being positioned on school ground. It was therefore decided that we will not go ahead - Following from a parent request & suggestion, the school going forward will use admission tickets to help fund costumes and have put in a process for this year - Starting on the 4th of December
<p>11.Date of Next Meeting</p>	<p>18th of January 6:30pm – venue TBC</p>	



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