



AGENDA

- Welcome & Apologies for Absence
- Election of PTA Committee & Class Representatives
- Treasurer's Report – Academic Year 2022/2023
- Fundraising target & activity planning – Academic Year 2023/24
- Any Other Business
- Date of next meeting

MINUTES

Meeting Opened: Thursday 21st September 2023 opened by Mr Avey at 15.40

Present: Mr Avey, Kate Cousins, Tiffany Dowling, Heather Smith, Laura Moore, Kerri Jordan, Harriet Evans, Laura Mott, Clare Garabet, Carmella Goodall, Mina Gingell, Emma Milnes and Kate Hamnett.

Apologies: Kayleigh Dench, Lisa White

Election of FORPS for Academic Year 2023/24

Mr Avey thanked Kate Cousins, who is stepping down from her role as chair, for her contribution to FORPS and School over the past 2 years. Most recently contributing a significant amount to towards the new school library.

Laura Mott was proposed as new chair and seconded by Mina Gingell and all agreed.

FORPS Committee 2023/24

Chair – Laura Mott

Vice Chair - Tiffany Dowling

Treasurer - Laura Moore

Secretary – Lisa White

Class Representatives

KS1

YearR: Carmella and James Goodall

Year1 : Harriet Evans

Year2 : Laura Moore

Year6: Heather Smith

KS2

Year3: Kayleigh D

.Year4: Lisa White/Kerri Jordan

Year5: Laura Mott

The committee are very pleased to have Carmella and James, parents of Gerge, join us as Class Reps for Reception year - Welcome

Academic Year 2022/23:

Laura Moore updated the group on the fundraising that took place in the last academic year.

Despite a scaled back number of large fundraising events, it was a successful year raising just short of £5k, the Autumn term alone raised over £1500.

Hosting a refreshment stand at every opportunity made £600 across the year.

There was a focus on events that benefited the children without great cost to the parents, like the school disco for example.

FORPS have transferred £5,780 to school to fund purchase of books for the new school library as agreed at the



In terms of fundraising for 23/24 Mr Avey has requested that we shift our focus to helping fund improvements to the children's outside spaces. School will be looking at an improved wellbeing walk, replacement of the small gazebo (which is showing signs of wear and tear) and investigating a more permanent warm weather, solution such as a large sail shade, to enable safer outdoor learning in the summer term.

Fundraising Aim for 2023/24

Given the ongoing financial stresses affecting everyone, we will continue to be mindful of 'asking for money' and focus on child focussed events bringing the school and wider community together.

It was agreed to continue hosting a selection of 'Friday events' across the terms, such as class cake sales, dress down days, doughnut and Ice cream sales, alongside 2nd hand uniform and 2nd hand book sales.

Autumn Term

Kicking off with Hobbit class cake sale and Halloween Dress down day on Thursday 19th Oct (inset Fri 20th)

School will communicate do's and don'ts of suitable dress up

Pegasus and KS1 to host cake sales in Spring and Summer terms dates TBA

Christmas Events

Cards – design and order dates tight. Children will be given the templates weekend of 22nd Sep to complete and return by Wed 27th

Trees - good fundraiser and brings funds in from outside the school community. LMott to investigate supplier options asap. Wayne Mott agreed to offer a delivery and collection service as in previous years.

In addition, this year we can offer a charitable tree collection service for the locality, hopefully raising additional funds

Childrens Shop

Usually runs in line with Xmas lunch and Xmas jumper day – need to confirm date

Will need to source/request stock of gifts, wrapping etc and line up volunteers to help on the day

Christmas Fair

Will plan with a large focus on stalls for children. Outsourcing traders difficult and it's not a great money maker for them, so propose to invite school family members to run stalls if they wish.

Hamper Raffle

Class reps to gather contributions for the festive hampers which will be raffled at the xmas fair

Xmas jumper sale

To happen on a date before the Xmas lunch at school (possibly at fair if held earlier)

We will meet again asap after half term to discuss further detail and dates of xmas events

Spring Term

Easter Egg hunt

School Recipe Book – a collection of recipes from school families and staff. Children to design cover and/or chapter break pages. Kate Hamnett to champion with aim to have ready for sale pre easter.

Investigate internal binding or outsource. Suggested that a pre order option with preferable rate would help with determining volume required

Proposed a Sip and Paint evening Tiff Dowling happy to run. Ideally host in house and apply for bar licence.

Summer Term

May Day Bottle Tombola - donations required and volunteers on the day.

Colour Run – possible run alongside the Summer fair activity. Need to do more investigation into detail.

AOB

FORPS are very keen to gain more members to help with the planning and running of events.

LMott proposed that we establish a volunteers whats app group for those who are happy to helpout on occasions when extra hands are needed for events.

Also suggested that we can also help school by saving them money as well as fundraising.

People offering time, skills and possible contacts to help school with tasks or source materials, that would



otherwise cost the PTA is also beneficial.



School are also looking for Forest School Volunteers to assist on a Thursday afternoon (x8). If anyone can help or know of a parent/carer, grandparent or member of the community who would be willing to help please put them in touch with Mr A. This would avoid pulling teachers out of class to support Forest school and minimise additional costs to the school.

Date of Next Meeting:

ASAP after half term LM to agree with Mr A

Agreed that we need to assess the optimum time for meetings to accommodate as many team members as possible (LMott to correlate availability)

It was suggested that the next meeting would be held early evening at school with drinks and nibbles provided - which seemed to prove a popular suggestion! Date TBC

Meeting Ended: 16.30- everyone thanked for coming and support.