

## **PTFA Meeting Minutes**

**Meeting on Tuesday 17<sup>th</sup> July at 7:30pm at Brooke Primary School.**

### **1. Introduction and Apologies:**

Meg Sanders, Donna Franklin, Louise Hamilton, Anna Ward, Kirsty Thornton, Louise Banning, Katharine Danks and Mr Griffiths.  
Apologies from: Emma Muntingh and Hannah Spinks

### **2. No matters to address from last minutes meetings.**

### **3. Treasurer Report and information**

Bank Balance: £4,180.00

Total made this school year: £2,781.00

Total Payments allocated this year £2,010.00 (including the £500 to be split between each class.)

It was confirmed that a new bank account has been set up for the PTFA.

### **4. Spending plans**

The £500 that is being split between the classrooms has been paid to the school and the teachers have just been made aware of this, therefore it is likely that the items will be purchased in the new school year. We wanted the year 6 pupils to benefit from this before they leave so discussed a small leavers present for these pupils.

Mr Griffiths explained that he plans to utilise the woodland classroom for all different subjects and topics, and potentially every class could go to the woodland classroom every fortnight. Therefore there may be some more equipment for the woodland classroom that could benefit the children.

There will be the costs for running the minibus and also some other projects and day events such as space dome for a Science Planetarium day, topic books for the library and potentially after school clubs for all the children.

### **5. Summer Spectacular.**

Emma Muntingh and the year 5/6 Parents did an amazing job of organising the Summer Spectacular that was loved by families. The total raised from this event was £820.00. It was mutually agreed that having the school kitchen cooking the food was a huge bonus to organising the day and this would be something we would be interested in continuing with for further Summer Spectaculars.

### **6. Events for next school year:**

30<sup>th</sup> October; Pumpkin Café to take place at school this time. This could include an art and craft room for gingerbread decorating and slime. Meg is happy to organise this with some assistance.

Christmas Cards, Kirsty and Anna are happy to organise this. It was discussed that there could be a design your Christmas card day, and then

a second day where parents can join for an arts and crafts day to complete the Christmas cards.

December: Christmas Fayre

January: Penny wars

March; Quiz night (with possibly fish and chips)

Brooke's got Talent show, to take place the same month as Britain's got Talent. Top 3 perform at the Summer Spectacular. Hannah has agreed to organise this.

Summer Spectacular.

**7. AGM Meeting booked for 17<sup>th</sup> September 7pm at school.**