



MAKING ASPIRATIONS ACHIEVABLE

# Fulbourn Primary School PTfA

Parent, Teachers and Friends Association

School Lane, Fulbourn, Cambridge, CB21 5BH

Charity Commission no.1058882

## Fulbourn Primary School PTFA Annual General Meeting Minutes

22<sup>nd</sup> May 2024

**In attendance:** Laura Boxall, Claire Connell, Lindsay Crockford, Ellie Crowe, Sarah Davies, Sarah Fleming, Tamsin Fry, ETTY George, Beci McCaughran, Halley Petrovski, Chris Rowe

**Apologies:** Paula Appleton, Camilla Edwards, Clare Jackson, Jez Major, Meriel Major, Sian McKillop, Sarah Medley, Emma Mines, Charli Waller

### 1. Apologies and minutes from previous meeting

The previous minutes were accepted. Apologies were received as listed above.

### 2. Charity aims

SF explained that the PTFA's main aims are:

1. Fundraising (school budget is tight and provides the bare minimum. PTFA funds help school go the extra mile, have nicer and better things for the kids. We aim to be transparent and specific in what we are raising money for)
2. Help create a sense of community for the children and among parents and friends of the school (we organise fund-raising and non-fund-raising activities)
3. Engage and include all parents/carers (we use doodle polls to find a time/venue that is most popular, advertise in newsletter, WhatsApp groups and Facebook)

### 3. Financial report

LC delivered the financial report for the year September 2022-August 2023. The accounts have been audited.

Issues raised included the need to find a new auditor, as this was Alyson Loughlan's final year of doing them. LC to arrange a thank you for AL. The Marjorie Jellings award fund money is ring-fenced to be spent on year 6 leavers awards, including trophies, engraving, book tokens, etc. A new awards board is needed in the hall.

#### **4. Brief summary of events this academic year**

Events held this year have included: Break the Rules Day (always popular – donations go to the Winter Fair), 2 children's discos (great to have had the involvement of Josh Wright recently), a raffle at the Ceilidh arranged by Fulbourn Arts (another is booked in for September 2024), Cauliflower Cards (need to register in the summer for the early bird commission rate), the Winter Fair, Winter Windows, Fulbourn Winter Festival, Board Games Café, FundRaisin' challenge, the Painty Party, 2 cake sales, 2 Bag2School collections, and the Quiz Night, with the Summer Vibes dress-up day, Ice Lolly Fridays, a Bag2School collection, and the Summer Fair still to come. There have been a variety of events to appeal to different demographics, some focused more on community than fundraising. The committee would love people to take on organising a particular event e.g., discos or Ice Lolly Fridays.

We have gained a Uniform Coordinator since last year, and Christina Vlachou-Ess has done a fantastic job getting a system all set up. However, CVE is leaving at the end of July, so we need someone to take over this role.

We have also introduced PTFA badges, which can be earned for independent fundraising. Several pupils have run stalls to earn badges, but we need to promote this more to increase independent fundraising.

EYFS new starters will be given a school tote bag with a copy of the ParentKind 'Be School Ready' guide.

#### **5. Reminder of other income streams**

LC reminded us of other income streams including EasyFundraising and Your School Lottery.

#### **6. Recent fundraising focus**

SF explained that our recent fundraising efforts have been towards the pond and allotment project, 3 covered benches in the playground, a storage shed, extra resources for maths, the library, art, DT, etc.

Other things we fund include:

- The Life Education Centre
- Living Eggs
- Top-up grant for Wadlow Wind Farm shed
- Swimming lessons/coaches
- Subsidy for year 6 leavers party and performance props
- PA sound system

BMc shared that the school only receives £1,000 per year for development, so the money raised by the PTFA is a massive help for purchasing items and experiences to enrich school life.

## **7. Aims for the future**

SF said that the PTFA is open to fresh ideas. We will have a new committee for the start of next year, and that committee can shape the PTFA to fit their availability and what kinds of events they want to run.

## **8. Forthcoming event ideas**

Upcoming events:

- Ice lolly Fridays
- Bag2School collection
- New starters evening
- Summer Fair
- Leavers BBQ

Fulbourn Arts has another ceilidh booked in for September.

CC aiming to book a wine tasting evening for late September/early October. CC to email BMc/EC to arrange a date. A TENS licence will be required to sell wine.

## **9. Nominations for committee posts**

The current committee all stepped down from their roles: Sarah Fleming (Chair), Lindsay Crockford (Treasurer), Sarah Davies (Secretary), but will continue on the PTFA until the end of the academic year.

The following people were nominated for roles and were duly elected:

Halley Petrovski – Secretary

Claire Connell – Committee Member

No nominations were received for Chair or Treasurer. These roles will be advertised by email – BMc to draft an email to be sent to all families.

## **10. Date of next meeting: not set**