



PTFA Meeting Minutes  
3.30pm, Tuesday 1<sup>st</sup> July 2025

**Present:** K.Bush, G.Youlden, D.Sanders

**Apologies Received:** E.Stevens, R.Honey, X.Kunaszkiwicz, M.Borojevic-Gray, K.Hall

1. Summer Fayre:

(GY) – P.Dodd will be building the new BBQ, DS offered his assistance with this, if required.

(GY) Supa Roofing are delivering the gas cannister for the BBQ on Friday, directly to the school.

(GY) concerned about moving the fridge from the staff room, to Bramble Lodge - with the lift out of action. (DS) agreed that we can use the fridge from reception and the Key Stage 1 fridge instead. (KB / GY) Explained that the fridges are required to safely store meat for the BBQ and to keep drinks cool for the Bar.

(GY) – Torbay Hospital Radio will be positioned in the Main Playground during the Summer Fayre. On the top field will be new inflatables. The inflatables come with a generator, and they are manned. (DS) queried the need for power on the top field, (GY) confirmed this wasn't required.

- External companies:

(GY) – Two tables have been hired, one by a teacher and another by an external company.

- Raffle:

(KB) – Another raffle prize received today from the Hare and Hounds. We have a full list of prizes ready for the raffle on Friday.

(KB) – To check all promised prizes have been received, ahead of the draw on Friday.

(KB) – Felt that we haven't sold as many tickets prior to the Summer Fayre as last year. It was discussed that people may be leaving it to the day of the Fayre to purchase.

- Outstanding tasks:

(GY) – New science equipment order needs to be confirmed, so that payment can be made and items delivered ahead of the new term. Budget of £1K-£1.5K from the PTFA was agreed.

(GY) – Freckles invoice needs to be paid.

(DS) – Requested paperwork for the New Starters document to be emailed to him, KB to action this.

(KB) – Will arrange for smaller sized preloved school uniform to be available to parents, during the New Starters meeting.

(DS) – The Forest School have a wheelbarrow full of wellies, which will be available free of charge at the Summer Fayre. (KB) to add this to the floor plan for the event, free welly station to be situated near preloved school uniform.

2. Summer Production – Wednesday 16<sup>th</sup> and Thursday 17<sup>th</sup> July

(GY) – Noted that we need to order the TENS licence for the event. GY has set a reminder to do this closer to the event.

(GY) – Needs to speak with A.Vine to discuss whether crisps will be put on tables during the production.

3. Leavers BBQ / School Disco – Wednesday 23<sup>rd</sup> July

(GY) – Parents have been enquiring when Leavers Hoodies will be available? (DS) spoke with D.Yiend who confirmed they will be given out next week.

(GY) – The evening will run as usual, with the Year 6's playing rounders, then coming down to the disco which will finish slightly later than usual, at 6.30pm. Year 6 children to pay £1 for the disco.

(GY) – Dietary requirements need to be considered prior to the BBQ.

KB to update disco letters ready to send out asap, GY will then update Classlist with the disco information.

#### 4. Any other business

(DS) Will look in the diary and will confirm dates for all four discos next year.

(GY) – We will not be running any new events next year. ‘Fund Raisin’ was discussed as a possible new fundraising idea.

(KB) Suggested that dates are planned for the school Marathon, to run in Spring 2026.

(GY) – Asked whether any additional funds / materials are required for the EYFS Playground from the PTFA? DS confirmed that the £1000K donation from Tesco’s was being put to good use. Rather than purchasing ready-made play equipment, DS explained that they would like to use materials to custom make items for the playground.

(KB) suggested contacting Wickes Community Champion to see whether they can donate materials, DS suggested asking for bark, pebbles, stones – perhaps split bags could be donated?

(KB) Received a token from Octopus Energy, which has been passed to DS to order 11 free football kits.

(GY) New Starter enquiry for uniform, they are not moving into the area until the end of August – DS confirmed that they can collect the uniform from the school on inset day, Tuesday 2<sup>nd</sup> September. GY to action this.

Next PTFA Meeting – Tuesday 9<sup>th</sup> September, 3.30pm