

## B-A-WB PTFA

**Thursday 22 June 2023 at The Falls Cafe. 7:30pm**

Attendees: 10 (including 5 committee members)

Apologies: 4

A paper copy of attendees names and those who sent apologies is kept by the secretary.

1. Record attendees and apologies.
2. Update bank account/charity commission from treasurer.
  - a. ST can now access bank.
  - b. Accounts have been submitted to Charity Commission.
  - c. Cheryl Burton has kindly completed our accounts - our thanks go to her. ST to buy a thank you bottle of wine and deliver.
3. Setting a baseline for funds - what level to keep as contingency?
  - a. Looking at banking from around 2018, the balance has ranged from £2627 to £6748. Currently it's at £4313. Big items are usually pantomime and residential trips. Agree to keep a guideline of £2-3000 in the account to cover the following year's panto and residential.
4. Funding requests
  - a. Committee agreed the following funding requests since last full meeting.
    - i. £1800 for Yr2-6 Bradford trip. We asked a lot of questions of school and discussed this thoroughly. The committee agreed it was valuable. Of course this would have been cheaper if the trip was organised earlier and we would encourage planning further in advance if possible.
    - ii. £31.50 Mrs Harrison Year 3 ice creams for geography trip on 21 June. NT said it was slightly more. PTFA happy to cover the extra.
  - b. New requests
    - i. £240 Year 6 - we have already agreed this but have now received the funding request. £40 per year 6 leaver - a day out and a hoody.
    - ii. £25 - Owls ice creams for their summer walk. Agreed.
  - c. NJ sent message asking if we had bought the magnetic tiles. To remind school that we reimburse once we have a receipt, we do not buy the items.
  - d. NJ also fed back that the sensory toys have gone down very well and would be good to have individual sets for children with SEN. Could she ask PTFA for these or go to SEN budget? We suggest that she first tries SEN because this would be for children with SEN and so should be cared for by the SEN budget.
5. Fundraising activities
  - a. Year six leavers' fair - to our knowledge no fair is so far planned. If school would like to have one, we are happy to support them (but cannot take over running of a fair at this short notice). Ideas for this year or future include cake stall. Water/wine tombola. Get leavers to do bric a brac stall. Volunteer teacher to have wet sponges/water balloons thrown at them? Uniform stall.
  - b. Halloween/autumn disco - decide date and book venue.
    - i. Could we ask Mr Scrafton (or any teacher) to run as he was very effective at the World Book Day.

- ii. Let's have hot dogs and drinks ready at the start.
  - iii. Would WB village hall be a suitable venue?
  - iv. We need more structure.
  - v. To get a quote from DnA kids
  - vi. Suggested date of Friday 27 October 5:30-6:30
  - vii. EM has volunteered to organise.
  - viii. BD to book the hall.
  - c. HD Date in a diary - update
    - i. Diary bought - HD to start selling
  - d. KS Sainsbury voucher raffle - update
    - i. Raised £81.
  - e. West Burton Mayfair - report
    - i. Were invited last minute. Had uniform stall there. Raised around £20.
    - ii. The fair itself was a big success. Mayfair will happen again in 2025.
  - f. Hoppers' sale - update- HD will ask Alison Champion.
  - g. Second hand uniform -
    - i. Miss Harper has suggested space could be found at Askrigg. This could be useful from September?
    - ii. Could we take the uniform to sports days?
  - h. Tesco - Our blue tokens secured us £500. We are required to complete a 'Project Completion Report' when our project is completed or we will not be able to reapply to the Tesco Community Grants programme. What should we report on? Has the money been received?
    - i. BD to look at the report
    - ii. Money should be in the bank this week.
    - iii. We can use the Bradford trip as the example.
  - i. To remember: [www.Spar.co.uk/community](http://www.Spar.co.uk/community) - they have a grants scheme (£100k in total, grants up to £10k), need a specific cause, and must be spent within 6 months. Keep this in mind if we have a specific cause (e.g. bike pump track?)
6. Other events
7. Set date for AGM and first meeting of next year. Regular meetings - third week of each half-term. Day, venue, time tbc.
- a. Thursday 28 September.

Links: [PTFA year planner](#) [PTFA on BAWB website](#) [PTFAon Facebook](#)