

# FRIENDS OF THE DEANERY

Deanery CE Primary School  
14 Fox Hollies Road, Sutton Coldfield, B76 2RD

## Meeting Minutes

<b>Meeting Date &amp; Time</b>	Tuesday 10th January 2023 7:30pm	<b>Meeting Location</b>	School Staffroom
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## Attendees & Apologies

	Elected	Ordinary	Guests
Attendees	Adam Suter Mark Green Claire Hale Kirsty Cullen Victoria Linney Cathryn Hewitt Hannah Barnwell Gemma Knight Dave Rooney Jenny Wood		
Apologies	Baldeep Mangat Alicia Peckett		

## Minutes

### 1. Welcome, Introductions and Apologies.

Apologies - Baldeep Mangat and Alicia Peckett

### 2. Review of previous minutes.

The previous meeting was the AGM. Minutes from the AGM were agreed and signed off.

### 3. Action Point Review.

AP323 - Lighting to Shed - Ongoing

AP326 - Stocktake of Cupboard - This was completed in the Summer ahead of Disco and Deanerfyfest and is Ongoing as needed per Event.

AP332 Nursery Welcome Party - COMPLETED AND CLOSED

AP333 - Coffee Morning - Date Agreed - Friday 10th February

AP334 - Christmas Disco - COMPLETED AND CLOSED

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AP335 - Christmas Cards - COMPLETED AND CLOSED

#### 4. Financial position

**£7089.99 Current Bank Balance**

Ringfenced funds still outstanding for Y6 Leavers Activities - approx £1034

Operating float of £1500

Available Funds of £4555.99

#### 5. Recent Events Review

##### Nursery Welcome Party

Katie reported a positive outcome for the Nursery Welcome party, with 17 children attending and 13 siblings. This was an excellent turn out as the Nursery class is small this year. Parents gave positive feedback about the evening. It was felt that the shorter time of 1 hour was just right for the younger children.

£121.73 was raised through ticket sales. The Entertainer, Roy the Magician cost £140 so the remaining £18.27 was funded by PTFA. In previous years, the Nursery Welcome Party has not been a fundraising event but a focus on introducing families to each other and the school, this was the same this year.

##### Mobile Phone Recycling

A few phones had been donated and £60 was raised but it was felt that a few unforeseen circumstances had hindered the promotion of this event this year so Adam is looking to run the campaign again next year, hopefully with greater response.

##### Disco

The Christmas Disco was a big success, with a record number of children attending.

£1547 profit was raised.

We also had a huge number of parent helpers, and although numbers were reduced this year, it was felt that this can be reduced further and still be safely in line with child to adult ratios. The roles for adult helpers will also be reviewed to ensure enough focussed help is available for the children at the Disco. Reducing the number of adults attending should also reduce the number of people entering at the start of each Disco and therefore improve the queuing system. It was also noted that the Disco could be quite overwhelming for new children in Reception and children experiencing their first Disco so it was suggested that Reception parents be given the opportunity to come and support their children.

The craft area and the nail painting/ glitter tattoo areas were split into two separate rooms this time to allow for more space for the children attending. This worked well and will be implemented again at the next Disco. One Committee member per area will be allocated to oversee the smooth running of each area.

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## Christmas Cards

MyChildsArt was used again this year. The children designed their cards in school and parents were able to purchase different merchandise with the design on. This raised £256.

## Pre-Loved Uniform

Victoria Linney, Kate Newsome and Claire Hale continue to oversee the sales of pre-loved uniform via the Facebook page and emails.. A new email address has been added to the PTFA account specifically for uniform requests. This will be advertised via Social Media and the School Newsletter. The upcoming Coffee Morning will also be a pre-loved uniform sale.

## **6. Upcoming Events**

A number of events were confirmed by Kirsty with the School's calendar. These include;

10th February - Coffee Morning/ Uniform Sale -Claire/ Victoria to lead

AP336 - Create Flyer for Coffee Morning, review Risk Assessment

10th February - Quiz Night - to be held in school. Mark/ Adam to lead

AP337 - Adam/ Mark to create Flyer and review Risk Assessment for Quiz Night

15th/ 16th February - Refreshments for Parents Evening - Claire to lead

AP338 - Claire to organise help for Parents Evening

7th March - Next meeting

24th March - Easter Disco

AP339 - Dave/ Claire to meet to review Volunteer roles, entry and exit points, craft and tattoo areas

25th April - PTFA Meeting

May - Penny Wars - Victoria/ Claire to lead

13th June - PTFA Meeting

8th July - Deaneryfest

14th July - Summer Disco

## **7. Correspondence Received**

No correspondence received

## **8. Funding Requests**

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Kirsty discussed the idea of PTFA Committee funding a new Adventure Playground for the school. This would total approx £25000, and was agreed by the Committee that we will aim to fund this over the next 2-3 years. Kirsty will investigate quotes and ideas for this.

## **Any Other Business**

The meeting was opened for any other business or questions to be raised.

## Next Meeting:

Tuesday 7th March 2023