

**Minutes for the Oakhurst Parent Fundraising Association**  
**Thursday 14<sup>th</sup> September 2017**

Present:	Wendy Smart – Chair Lorraine Mostafa – Accounts Officer David Hutchins - Secretary	
In Attendance:	Becky Maddern – School Liaison Claire Hutchins Hayley Amato Bill Clark Tim Howe	
Visitors:	Paul Strange – Deputy Head	
Apologies:	Amie Poole-Thompson Gemma Askwith Hayley Clayton	

Item (a)	Discussion and Decision (b)	Action (c)
<b>1</b>	<b>The meeting opened at 1831hrs</b>	Wendy
	<b>Introduction and Apologies / Previous Minutes</b>	
1.1	Apologies as above.	Wendy
1.2	All were welcomed back with a look forward to the coming School Year	
<b>2</b>	<b>Financial Report</b>	
2.1	It was confirmed that the Summer Fete made just over £2000.	Lorraine
<b>3</b>	<b>Summer Fete De-Brief</b>	
3.1	Haley informed that she had received some constructive feedback from some of the Stall Holders in relation to the location where they were situated and the through foot traffic that they received.	Feedback to be reviewed for future events.
3.2	Bottle Tombola – There were some difficulties in clearly identifying the correct coloured tickets due to their similarities. It was agreed that the next Tombola held we would use clearly identifiably different colours.	
<b>4</b>	<b>Up-coming Events</b>	
4.1	Winter Festival:- It was discussed about holding a Scarecrow Trail for the local community area around the school with a proposed date of Saturday 4 <sup>th</sup> November.	

4.2	Volunteers to create and house the Scarecrows would be sought from those living around the school through Leaflet Drops and advertisement in the Link Magazine as well as posters displayed around the area.	
4.3	The route will Start at the school where maps and answer sheets can be purchased and Finish at the School where the completed forms will be collected. Refreshments will also be available.	
4.4	Haley suggested that local business might wish to sponser or create a scarecrow.	
4.5	Wendy discussed a prize for the best scarecrow which could be judged by the committee the day before the event.	
4.6	Christmas:- Wendy confirmed that she has sort a new supplier for the Christmas Cards which the children create a picture and then purchase the required number of cards they would like. It is a simpler single form with space for a drawing on one side and the purchase requirements on the other. Forms can be sent home with the children and then returned to the school for collation and onward sending. Example of the forms was shown and all confirmed the their use.	
4.7	It was confirmed that there will be a specific meeting held soon to confirm ideas and details for the Christmas Fare. Possible Date will be Saturday 9 <sup>th</sup> December. It was also discussed about possibly using Eco-Friendly disposable products such as containers used for the refreshments.	
<b>5</b>	<b>A.O.B</b>	
5.1	It was confirmed that there would be no planned school disco this year organised by the P.F.A.	
5.2	A possibility of the P.F.A. funding a school event/visit was discussed, examples being a Circus School etc.	
5.3	The PopCorn Club that had been run/organised by the previous P.T.A was discussed as it had been very popular and very good source of income. Mr Mead agreed to speak to the teachers in all the years and see if there is support for this type event to continue.	Mr Mead
<b>6</b>	<b>Date of Next Meeting – Thursday 19<sup>th</sup> October.</b>  <b>The meeting was Closed 1916hrs</b>	Chair