

## **USH PTFA**

### **Minutes from meeting on Wednesday 4 September 2017, 7pm**

Present: Charlotte Cooper, Julie Prince, Paul Hill, Emma Fay, Penny Collins, Vinay Gomanee

Apologies: Sheena Danson, Kerry Sullivan

### **Quiz Night – Friday 22 September 2017**

#### **Set up and on the night**

Arrive at 6pm to set up – raffle, drinks. Will need two floats – raffle and bar. If all of us are on teams we could just open bar at the start and in the middle of the evening, or ask people to raise hand if they would like anything.

#### **Teams/publicity**

2 teams so far – doing another big push on social media. JP to see if staff can put a team together, and PH will too. JP to include in feeder school newsletter, and USH facebook/twitter.

#### **Raffle**

CC – have a few prizes but not loads, will chase some more. Could add 2 bottles of prosecco from leftovers.

#### **Prizes**

Thought 4/6 bottles would be OK for winning team rather than 8.

#### **Food**

EF happy for use to use her ikea plates and take them home afterwards to wash (cheese, crackers, grapes).

#### **Drinks**

No corkage, and ask people to bring their own glasses [plus from last meeting - sell left overs from fashion night (6 bottles of prosecco – use for prize, 18 cans of coke, 26 bottles of water, 11 tango, 6/7 apple) plus do tea/coffee]

#### **Quiz master kit**

Stuart Curtis probably doesn't need microphone but this could be provided with enough notice. Need to provide paper and pens only. EF to check scoring method, and whether a balloon to be moved to the winning table each round would work.

### **Car Boot Sale – 14 October 2017 (10-12am)**

EF to email KS to assess viability of car boot sale just using front of school, as the car park at the back will be much smaller. Possibly use covered area for table top sales as well. JP will ask site staff to count the number of car parking spaces.

Serve bacon rolls and tea/coffee from the covered area at the front of the school, or have BBQ round the back of the school. Could precook bacon instead and this would need fewer people to serve.

CC can contact candy floss person used at Hollybrook but agreed no other activities or external stalls. Ask parents, staff and students to contribute cakes. No room in timetable for students to do in class time but if catering teachers asked them to do in their own time (for achievement points?) then this might have more impact.

### **Other**

Information fair for year 7 parents on 14 September – KS, EF and PH can help out at this, and use to publicise quiz.

Open morning on Saturday 30 September – PC and CC to serve tea/coffee in canteen area.

AGM – 14 days notice period, has already been advertised in school newsletter.

Although events are for community spirit as well as raising money, would also like other fundraising options that don't need parents to commit time or money – e.g. tesco tokens, Bag to School, easy fundraising. School already does charity fundraising with students (non-uniform days).

JP to check if any new parents have made the suggested £10 donation.

### **Next meeting**

Wednesday 27 September, 7pm, Bellemoor (NB may change).

AGM is on 18 October, 7pm, school library