

PFA Meeting – Minutes

Date: 13th January 2026

Location: Red Lion Pub

Present

- Amanda Pyall (Emily – Team 6)
- Sarah Mortimer (Harrison – Team 4; George – Team 1)
- Natalie Davey (Leo and Logan – Team 1)
- Natasha Doff (Alara – Team R)
- Laura Wright (Astrid – Team R)
- Anne-Catherine Greatti (Robin – Team R)
- Amy Bradley (Theodore – Team R)
- Clare Sampson (Headteacher)

Apologies

- Mr Matthew Bevan (Robin – Team R)

1. Introductions

Introductions were made and members were welcomed.

2. Fundraising Update

The PFA continues to perform well and is broadly in line with last year's fundraising.

- £3,300 raised so far this academic year
- Current bank balance: £6,400
- The online fundraising page is being used successfully

Amy Bradley has designed a QR code poster to be displayed around the village to encourage donations for the school. The PFA expressed thanks to Amy for her work on this.

Action:

- Amy to explore placing the QR code poster in the Parish Council Magazine.

3. PFA Newsletter

The PFA newsletter is now being sent monthly to parents, which was welcomed.

Action:

- Upcoming dates (e.g. Valentine's Disco) to be included in future newsletters.

4. LV Insurance Volunteer Support

Sarah Mortimer shared that she had previously been successful in organising two volunteer teams from LV Insurance to support the school with practical jobs, including painting, gardening and site improvements.

Action:

- Sarah to contact LV Insurance to explore whether similar support could be offered again this year.

5. Volunteer Day

It was felt that parents would be keen to volunteer to help with practical jobs around the school (e.g. painting, gardening, small repairs). Members agreed this would work well if advertised in advance and if children could attend with activities provided for them.

Action:

- Clare to speak with Mrs Blowers about organising a volunteer opportunity, initially linked to painting a classroom.

6. PFA T-Shirts / High-Visibility Jackets

It was suggested that PFA-branded t-shirts or high-visibility jackets would be helpful at events so parents and visiting stallholders can easily identify PFA members. The Red Lion has previously expressed interest in sponsorship.

Actions:

- Amy Bradley to produce a draft design
- Anne-Catherine Greatti to approach The Red Lion regarding sponsorship

7. WhatsApp Representatives

There are currently no WhatsApp reps for Team 5 and Team 3. This led to a wider discussion about streamlining WhatsApp groups. It was agreed that temporary, event-specific groups (e.g. Summer Fayre, Christmas Market) could be set up and closed once the event has passed.

Action:

- PFA to advertise for WhatsApp reps in the monthly newsletter.

8. Colour Run

The possibility of organising a Colour Run was discussed. Companies are available to support schools using non-toxic, natural powder paint that is easy to clean. Members felt this could be a fun community event and a good fundraiser.

Action:

- PFA to explore this idea for a future event.

9. Valentine's Disco

Members agreed it would be lovely to hold a Valentine's Disco. The proposed date is Friday 13th February 2026.

Actions:

- Clare to check availability with Sarah Cutting
- Anne-Catherine Greatti to explore donations of crisps, sweets and squash
- Amy Bradley to design a promotional poster

10. Summer Fayre / Festival

It was agreed to hold the Summer Fayre on Saturday 27th June 2026 as a daytime event. Ideas included children's activities, stalls, a bar, arena displays and games such as Giant Jenga and Giant Connect 4.

Actions:

- Laura Wright: advertise on the "Summer Fayres" Facebook page to attract stallholders
- Anne-Catherine Greatti: approach Gaia regarding a food stall
- Natasha Doff: explore estate agency sponsorship for advertising boards
- Natasha Doff: contact meat, pizza and ice cream vendors
- Clare Sampson:
 - contact John Bunkle Bouncy Castles (Capel)
 - contact St Mary's Church elders regarding a stall
 - contact DJ Stock for music and costs
 - contact ITFC regarding a mascot visit
 - contact SCS Sports about a penalty shoot-out
 - explore sweet cone stall involvement
- PFA: explore face painting options
- Clare: ask Mrs Tuttlebee about hair wraps
- Laura: contact the Pumpkin Patch to identify their coffee van
- Amanda Pyall: speak to her son regarding re-enactment team participation
- PFA: contact parents to invite interest in running stalls

11. Santa Event Feedback

Feedback included:

- Asking for a £3 donation while ensuring all children receive a present
- Decorating the tent with lights and baubles to enhance the experience

Actions:

- PFA to provide decorations
- Clare to ask Year 6 Ambassadors to help decorate on the day

12. Tea Towels

Laura Wright is currently organising the tea towel project.

13. Adult Disco

Sarah Mortimer expressed interest in organising an adult fundraising disco to bring adults together and raise money for the children.

Action:

- Sarah to explore venues, DJs and possible dates.

14. Affiliations

Laura Wright has approached several companies including Sainsbury's, a Wellington boot company, John Lewis and a book company.

Action:

- Laura to produce a shopping guide and promote this on Facebook.

15. Village Christmas Fayre

It was suggested that the school could have a stall at the village Christmas Fayre to sell children's produce, providing both a fundraising opportunity and a way to showcase pupils' work within the community.

It was also discussed whether, at future school Christmas events, some external stallholders could be replaced with tables and chairs to create a more relaxed space for parents to sit, enjoy refreshments and socialise.

16. Chocolate Bingo

Chocolate Bingo was discussed as a popular, ticketed fundraising event organised by Claire and Teresa. It was noted that this event is always well attended and highly successful. Clare advocated that Claire and Teresa continue to lead and organise this event independently, with support from the PFA as needed. PFA will ensure that any upfront costs (e.g. pizzas) can be covered and reimbursed as appropriate.

17. Headphones for Noisy Events

Clare asked whether the PFA would be willing to fund a set of headphones to support sound-sensitive children during noisy events. The PFA agreed that this would be a valuable and inclusive resource.

Action:

- Clare to order the headphones and invoice the PFA.

18. School Noticeboard

It was suggested that a school noticeboard would be a helpful way to keep the community informed about upcoming events and school activities.

Action:

- Clare to contact Trevor (carpenter) to request a quote for making a noticeboard.

Meeting closed with thanks to all attendees for their time, enthusiasm and continued support of the school and PFA.