

## CRAFF YGGCN PTEFA

# Monthly Meeting Minutes

8th Feb/ 7pm / The Welsh House

## Attendees

Committee: Nia, Mel, Jenny, Beth, Kim

General: Laura

Apologies: Lois, Gabi, Jacqui, Belinda, Sarah, Paula, Cerri, Louise, Bethany,

## Agenda

1. Last months actions
2. Glow disco feedback
3. Spring events
4. Summer events
5. Tea towels
6. Background fundraising
7. AOB

## Minutes

### Last months actions

To Be Actioned	Person Responsible	Notes
Decided what we are raising money for (discuss with other teachers)	Mrs Loader	Not done yet - send ideas to school
Check PTA cupboard stock	Nia and Kim	Yes - Mel to share app
Research Golden Ticket event (check with Mrs L)	Nia/Kim	Nia spoken to Mrs L and all ok (more below)
Source Easter raffle prizes	All PTA	To do
Plan adult event	Ask in WhatsApp	See notes below
Collect Preloved uniform	Gabi	Not done yet

### **Glow disco feedback**

Final profit = £312.37

(for comparison - £770.81 Autumn disco 2023, £537.47 Summer Disco 2023, £279.00 Autumn disco 2022)

This one was quieter than other disco's, in both sessions but particularly KS2. Possibly due to weather or time of year. Particularly noted that less BI 6 than usual.

Pro's: Amount of volunteers really helped, smooth set up and clean down. Having roles known before even helped as people could focus on their areas straight away. DJ was good and friendly.

Con's: Profit margins not big enough. No teachers in the hall for either disco - particularly noted in KS2 where some children had phones (been told in previous discos that the school wouldn't want to allow that). DJ meant less profitable than the self DJ set up.

Thoughts for next disco event: Look into having a silent disco set up as something different. Worth thinking of ideas/activities that might appeal more to the older pupils. Due to profitability look into booking the self set up DJ again. Aim for similar number of volunteers - 5-6 people set up, 2 per stall, 5 on clean down. More research to be done on items that are sold to make sure they are more profitable as well as keeping affordable for the children. Mel has sourced recycling bags that can be used to streamline cleanup more again and ease separating recyclables.

### **Spring events**

Dydd Santes Dewi/St David's Day 1st March: Outfit swap shop - check if school ok to facilitate again, get comms out earlier to make sure there are items given. Nia happy to collect and clean clothes for the swap.

World Book Day (WBD) 7th March: All happy to start planning a Golden Ticket/Wonka Bar event. School have said they are happy for this to happen - we will need to take on all the planning and let them know what will be happening. Need to decide what the prizes will be and those relating to experiences for the children will need to be confirmed with school. School keen to see if something can be done that would mean that there is a winner in each class - group to be set up in WhatsApp community to brainstorm the best way to do this or if just general random selling will need to be done. One idea - pre-sell bars and then can randomly add one into the allotted amount per class.

Prizes needed - physical and experience. Having around 10 total prizes was mentioned in the last meeting but might change if having to put a prize in each class.

Asked whether a costume swap shop could be started for WBD but would need to check with school if they were going to be doing fancy dress this year.

Raffle: Spring theme rather than just Easter. Mix of prizes but try to have an egg with each selection - even if it would be just a small one.

Prizes - Easter Egg bundles, Welsh figure (gifted from previous stall holder), need to source donations from local shops/community. Will ask if the Welsh house will donate a meal voucher as they have been great and helped us previously. Look to have around 6-8 winners/prize bundles in total.

Look to run last week of term - first week of Easter hols (20/03-26/03?)

### **Summer events**

Summer Fayre: is an event run by the school that will happen with or without our input so will be good to have some presence there. Would be worth working out the number of volunteers we can get when planning stalls so we can make sure we don't spread ourselves too thin. Snack and pocketmoney stalls usually do well.

Sports day: happy to help out again by providing food and drinks. Can plan more when we have a date from the school.

Disco: happy to plan another disco this year (continuing with the plan of having 1 per term), consensus that closer to the end of term would be best - will have to plan more when dates of other school events are available.

Bingo night?: Family event for parents and children outside of school time. Kim has seen a FB post about a school who did a "chocolate bing" so the prizes were all different types of chocolate. Could hold at the school but would need to check if allowed, will also look into external venues - cricket club?

Meithrin picnic: Was spoken about in November's meeting as something that the PTA could organise to help parents of children in Meithrin to meet and be an activity for the children as they don't get to attend other PTA events like discos. We can sell food, organise games, and people could get an idea of what the PTA do - as well as it being a community building event.

Venue ideas - At school where we can hire soft play or keep as picnic, has the option of inside space if weather is bad. The Gnoll is good for a picnic, can enquire about the use of the indoor space attached to the cafe. Vitoria Gardens might work but would have to check with them and not sure if the indoor space there is enough. Cricket grounds is another place to ask about.

Total of 60-90 kids plus parents if all attend.

## **Tea towels**

All happy to go ahead with attempting this again this year. Will use the same company as last year as the online ordering means less risk of ordering too many that might not get sold. Would like them ready to send away early April.

Mel will order sheets to her house so they don't get missed in school and we can organise when they are given out to help with school workloads. Can either launch it so teachers complete the activity in class with clear instructions from the PTA or will see if the school would prefer it if PTA members can go into school for 1/2 days to run workshops for children to complete their portraits. Look to start sessions the first week after Easter.

As is a memorial year this year would also like to look into having a large towel made with pictures of all students in the school which could be kept by the school as a banner.

## **Background fundraising**

Mel has compiled a list of companies that offer PTA funding when items are bought through them. As there are some companies that do the same thing it would be useful to get feedback from other PTA members to help narrow down the choice rather than signing up to everything. Agreed this can be looked through and feedback in the WhatsApp group and confirmed at the next meeting.

## **AOB**

Adult events ideas:

Probably best to narrow down to one for this year but will depend on availability and if it would be too many things happening around the same time, will gather information and decide after that.

- Curry night? Contact places to get prices and ideas - zafran skewen? Mint masala? Plaza?
- Afternoon tea? Contact places to get prices and ideas - Cafe darcy? Treats? Welsh House?
- Bingo? - was decided that this would be nice to run as a family event.

Will take question to the WhatsApp group to see if there are any more suggestions as well as seeing if anyone happy to lead the organising of any events.

## Actions Needed

To Be Actioned	Person Responsible
Ask school about Dydd Santes Dewi swap	Nia
Update Dydd Santes Dewi swap posters	Mel
Create WhatsApp group for WBD planning	Kim to take lead on Golden Ticket event
Ask school about WBD costume swap	Nia
Plan and collect prizes for WBD	Kim leads
Gather other prizes for Spring raffle	All PTA to assist, Kim to lead raffle
Contact Welsh House for raffle prize	Nia
Ask for dates of upcoming school events	Mel (move to next meeting action due to school workload)
Get information about bingo venues	Mel
Get information for Meithrin picnic venues	Beth H
Order tea towel kit	Mel
Ask school about how to do tea towels	Mel (move to next meeting action due to school workload)
Look into whole school banner/tea towel	Mel
Give feedback on background fundraising	All PTA
Get prices for curry night	Nia
Get prices for afternoon tea	Nia
Ask for more adult event ideas	Any committee member

## Next Meeting

4th March - 7pm - The Welsh House