**PTFA Meeting 10th September 2025:** Meeting chaired by Lucy at 3.30 pm at Harbertonford School

**Present:** Jack Pemberton,Anne P, Amelia, Lucy and Kate O.

**Apologies:** Joey, Jess, Rose, Emily, Kieley, Charlotte, Rosie, Kate W and Nat.

* Lucy updated that the Locality Fund bid put in to Cllr Hodgson has been approved and internet safety workshops will take place this term.
* Ann P has asked Mr P and Lucy to be trustees of the PTFA and they have agreed.
* 100 Club - has been launched. Sign ups need to be pushed until the end of the month and then again in Jan. A large poster to be done to encourage people at PTFA events to sign up.
* Raffle return for festival on the field - discussed that this needs to be submitted within 3 months of the raffle.
* It was confirmed that a post festival meeting and wash up doc have been completed. It was put on the record that the festival was a great success both in terms of fundraising and the event itself.
* The film license the PTFA pays for was discussed, it runs out on 12th November. Whether or not to renew was discussed. It was agreed to renew for this year and explore a Christmas Family Film Night again, as well as potentially some other dress up/singalong nights.
* Selling tea towels at Christmas was agreed on. We won’t do Christmas cards this year however as it’s a lot of work for very low profit margins. Mr P will sort pics being drawn. We want these ready to sell in November. We will only order the amount that parents want.
* Ringfenced Runthon money for the playground - it was agreed we should do something with this asap. Lucy to look into Helping Hands/Coast is Clear as organisations that provide labour.
* It was agreed chocolates will be bought for TAs on Teaching Assistant Day on the 25th Sept.
* Kate W’s suggestion of a car boot sale was discussed, it was agreed it would be a good idea to explore, maybe in the Spring when the weather is better.
* Ann P gave the treasurer’s update - there is £6670 in the bank - however £2800 of that is ringfenced Runathon money and £1k is due to be spent funding the swim buses shortly. Leaving a realistic usable balance of £2870.
* Ann P mentioned Easy Fundraising and it was agreed this should be repushed to parents.
* Lucy said she would approach Graham in the village about one of their quiz’s fundraising for the PTFA.
* Lucy confirmed she won’t be doing the Friday newsletter this year and will explore if sending comms simply through WA and the school newsletter/email is successful.
* Holding another sponsored event this year was discussed - maybe some version of Beating the Bounds. This would have to be out of school time and would need planning regarding road safety and checking with the church.
* The potential of doing a revamped quiz night at some point was discussed - maybe a family one this time.
* Mr P spoke about what the school needs funding this year. Mrs Blair has asked if we can fund an art easel. Lucy recommended the form for teachers to submit requests is recirculated to them. The big ask is around tech. 10-15 laptops are required at circa £300 each. Lucy asked if refurbed ones could be purchased, as Diptford have done - Mr P says they need to be compatible with the trust’s IT support team, but this could potentially be explored. It was discussed that the PTFA funding all of this tech is likely not feasible but perhaps some of it could be funded. Amelia suggested the PTFA running a tech specific fundraiser, such as a gaming night. It was agreed to seek the group's views on this.

**Events for this half term**

**12th Sept Bingo at Moreleigh Village Hall:** This is basically good to go. Lucy, Ann P, Nat, Kim and Amanda are helping on the night. Lots of people are baking and helping with sandwiches. Lucy has got napkins and plates and will stock up on tea and coffee etc.

**10th Oct - Apple Pressing:** We have been asked to help publicise this to parents as it will be in the playpark after school.

**11th Oct - Barndance:** Tickets are being sold. The hall and band are booked. A TENS has been sorted. Lucy will sort alcohol. Agreed to do hotdogs for food. A poster needs to be done and tickets need to be pushed. Currently only Kate O and Lucy are helping on the night so some more hands on deck are needed.

**16th Oct - Eagles Bake Off Bake Sale** - prize for the winner, cake to be sold on the Friday also if there is lots.

**23rd Oct - Harvest festival** - PTFA to do refreshments afterwards.

**Events for next half term**

**Kestrels Bake Off Bake Sale** - Date TBC

**5th December - Family Xmas Film Night** at the school, with a bar/food etc - people to come dressed up. Show Home Alone 2 to follow on from last year?

**18th December - Christmas Fair** - to follow on from performance at the church. Lots of discussion around whether to hold it at the weekend or separately to the show. Overall it was agreed that holding it when parents are already in school is the best plan. There was a discussion around whether to hold it at the village hall to allow more set up time. In the first instance Lucy will see if the hall is free to see if this is even a possibility. We will look to do a grotto, xmas tattoos, reindeer food making, letters to Santa, refreshments, cupcake decorating and a hamper raffle.

**Points of action**

* Lucy to speak to Kate W/Jess re raffle return.
* Lucy to look into tea towel production and let Mr P know any specifications re drawings.
* Lucy to look into Helping Hands/Coast is clear re the playground.
* To discuss tech funding.
* To decide re funding Mrs Blair’s art easel.
* Easy funding to be re pushed to parents.
* Lucy to work with Emily Reed to promote apple pressing.
* To ask Kate W re a poster for the barndance.
* Can people shout if they can help at the barndance.
* Let parents know about bake sale.
* Can people shout if they can bake for/help at the refreshments after the Harvest Festival.
* Lucy to speak to Graham re village quiz.
* People to share any views on the Christmas plans - these will also be discussed further at the next meeting.

**To be discussed later**

* Sponsored event/Beating the Bounds
* Car boot sale
* Family quiz night
* Tech funding event

**Next PTFA meeting date** - Wed 12th November - New Inn - Moreleigh at 7.30pm.