



Broughton Community School PTFA Minutes & Actions

Date: 21st April 2025

Attendees: Mr Reed, Monica Taylor, Carys Jones, Katherine Courtney, Sue Rapley, Mrs Hewitt, Mr Mead

Financial Update

- Receipt for Natalie – WW £25 donation for face painting Sue to raise an invoice
- **Accounts Submission:**
 - Carys to submit accounts.
 - Sue offered to soft audit.
- **Junior School PTFA Account:**
 - Still open – needs closing.
 - Charlie named on account; DD to be cancelled.
 - Carys to liaise with Lou regarding closure

Upcoming Events & Actions

- **Aston Clinton PTFA Outreach:**
 - Visit scheduled for 15th May. Gina and SR to attend.
- **Christmas Discos:**
 - Book Brandon DJ to avoid missing out – Date: 18th December 2025 (TBC).
- **Coin Challenge – “May Money Challenge”:**
 - Winning class: keeps their collected money and wins extra playtime.
 - Runner-up: wins extra playtime.
 - Purchase should be something that can transition with them to their next class.
 - Winner announced after half-term.
- **Bus Update**
 - Still awaiting suitable ground conditions to move the bus.
- **Sweets Mufti (23rd May 2025):**
 - Need to ensure vegan options are available



Broughton Fest 21st June 3-7pm –

- **Confirmed participants:**
 - Police – confirmed
 - Bucks Bear – confirmed
 - Mr Reed – approaching Mayor
 - Mr Mead – bouncy castle & climbing wall confirmed
- **Volunteers: We need more help! Slow uptake on volunteers. In A school with over 400 children, 4 members of the PTFA are not enough to run these events.**
 - PTFA to man bouncy castle – need 2 volunteers
 - Mr Reed to request more help via school newsletter
- **Infrastructure:**
 - Mr Mead sorting Portaloo's, hay bales (30)
- **Litter & Waste Management:**
 - Plan to separate food waste – eco pupil parliament idea
 - Enough bins available – need to be labelled and decorated
 - Mr Reed to ask Year 6 to design bin posters
- **Entertainment:**
 - Lorry booked – includes:
 - Choir & Bear (3:30pm)
 - Broughton's Got Talent
 - PQA (6pm)
 - Need two acts – approach local grammar schools
 - Chris Wells unavailable for PA Suggestion for Buddy to do it?
 - Estate agent boards – Michael Anthony and others (Sue to contact agents)
 - Raffle License: Required for ticket sales before the event
- **Activities:**
 - Beat the Goalie (to be contained)
 - Possible ideas: Tattoos, hair braiding, pony rides, bucking bronco
 - No welly wanging (no space)
 - Crockery Smash – Old marquee to contain area; shelves disposed of (check stock)
- **Stalls & Parent Involvement:**
 - Suggest year groups run specific stalls
 - Monica to draft rota of stall needs
 - Raise awareness via Parent Forum
- **Freezer Space:** Confirmed – sufficient space available for BroughtonFest needs
- **Raffle:** Ask only those not attending the draw to write names on back of tickets

Fundraising & Promotion:

- Add a plaque for PTFA-funded items
- Ask pupils for suggestions via Pupil Parliament
- Promote awareness of what the PTFA has already funded
- PTFA newsletter to possibly be sent on alternate weeks to school newsletter – Sue to discuss with Emily
- Clarify what current fundraising supports (e.g., gym equipment)
- Consider inviting Beth Tweddle to BroughtonFest

Miscellaneous

- PTFA Sheds: Plan to replace 2 sheds – discuss concrete base and structure updates. Mr Mead may build new shed base if needed
- Year 6 Leavers Party: Check if Jays Ices has been booked

PTFA Meeting Dates

- Next Meeting: **Thursday 22nd May 2025 19:00 @ The Plough**