



Minutes of the LVS PTFA COMMITTEE

7pm Monday 24th April 2023

LVS Ascot – Conference Room

Committee

Name	Trustee	Present
Amanda Hamilton Martin (Chair)	Y	P
Jen von Strohe (Vice Chair)	Y	P
Zoe Stewart (Treasurer)	Y	A
Sophie Holt (Secretary)	Y	P

Additional Members in attendance:	12	
(Due to GDPR this data is stored separately).		

Name	Trustee	Present
N.B. Committee Meeting Quorum A quorum at a committee meeting is 50 per cent, rounded up to the nearest whole number, of the total number of committee members. This applies where there are three or more committee members in post.	2	
Quorate	Y	

P = Present A = Apologies N = No contact

	Meeting Minutes	Action By
1	<p>Welcome: The meeting started at 7:05pm and was chaired by Amanda Hamilton-Martin</p> <ul style="list-style-type: none"> • Apologies were received from Zoe Stewart and 10 further PTFA members. • Amanda gave a synopsis of the Spring Term events. All were successful and the Fair and Egg Hunt were very much enjoyed by school. 	
2	<p>Minutes of Previous Meeting: Minutes Approved.</p> <p>Actions carried forward: None.</p>	

6	<p>AOB</p> <p>Dates for following meetings; 23rd May – Cancel 13th June – 7pm – 9pm – Open meeting to plan future events 18th September AGM and Full committee meeting 7-9pm</p> <p>Uniform donations: Suggested that we start communicating about collection dates for uniform. Also consider sales in advance of new term and including information in Admission packs. ACTION: Date of final GCSE to be communicated to PTFA by LC. ACTION: Plan communications from that – check process for including admissions with LS.</p> <p>Shed: Blenheim House PTFA Shed – Marquee construction to see whats complete and what needs to be skipped.</p> <p>Old Style Sports Kit: Cupboard full of it in Sports ancillary area ACTION: Once exams – need to check what’s in there and what’s badged. Contact Laura Collins</p> <p>Funded Items Photographs and Video content of Funded Items – L Collins has taken action to chase up photos in school.</p> <p>Quiz Night Suggested Quiz Night – 22nd Friday in September – 4-6pm New parent event. Quiz night to follow? (need to send out on 4th July via Admissions). Drop note to Catering to ask about deal.</p>	<p>LC ZS/JvS/L S</p> <p>Cmttee</p> <p>ZS/SH</p> <p>LC</p> <p>Cmttee</p>
	Meeting Closed at: 20:26	

Next Dates:

Open Meeting: 7pm 13th June 2023

Full Committee Meeting & AGM: 7pm Monday 18th September 2023