



Minutes of the LVS PTFA Committee

Committee Meeting

8.30am-9.30am 25th March 2025

LVS Ascot – Denham Room

Committee

Name	Trustee	Present
Victoria Stott (Chair)	Y	Y
Zoe Stewart (Treasurer)	Y	Y
Lindi Smit (School Liaison Officer)	Y	Y
Vicky Hall (Trustee)	Y	Y

Additional Members in attendance:	3	
(Due to GDPR this data is stored separately).	Yes	

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	4
Quorate	Y	

P = Present A = Apologies N = No contact

	Meeting Minutes	Action By
1	Welcome: The meeting started at 8.30am and was chaired by Victoria Stott. There were no apologies.	
2	Minutes of previous meeting Actions carried forward: None Minutes Approved	
3.	Matters arising None	
4.	Chair and Treasurer updates <u>Chair</u> VS summarised the fundraising events and activities since the last meeting, namely: <ul style="list-style-type: none"> - Christmas 2024 raffle which had an excellent response and is worth doing again. Thank you to Vicky Hall for her efforts putting together the beautiful hampers. - Christmas books/visit from Santa which the IJS students always enjoy. Thank you to Stuart Beattie for his continued contribution and for doing another wonderful job. - Bright colours mufti day. - Bag2School event. The committee noted the recently arrived clothing bank and passed on thanks to Mrs Robinson for her support arranging this. - IJS disco. VS said the IJS Easter scavenger hunt will take place next week, ahead of the Easter holidays. The committee agreed that the senior students are generally happy with non-uniform days as fundraisers, but ideas are always welcome. <u>Treasurer</u> ZE advised the committee of the following income: Ascot Racecourse - £30 Bag2School - £165.60 Easyfundraising - £272.08 IJS Disco - £299.38 – awaiting expenses approval	

	<p>Inflatables day - 1038.31. We broke even when including SHU takings.</p> <p>Lottery - £140.50</p> <p>Matched funding - £1060 for Christmas raffle and Christmas Cards – with thanks to Tanya Roberts.</p> <p>Second-hand uniform - 4212.81. Plus, outstanding £276, with £76 to invoice from LTC. One invoice is £176 and is proving difficult to recover.</p> <p>Christmas cards - £278.62</p> <p>Christmas raffle - £922.52</p> <p>Little Recyclers - £92.25</p> <p>Total: £6434.45</p> <p>ZE also advised that we have the following outgoings pending:</p> <p>IJS Christmas books: -£448.82</p> <p>Insurance: -£162</p> <p>Total: -£610.82</p>	
5.	<p>Future events</p> <p>LS and CC said there are still requests for a colour run. All agreed this is a good idea, but we cannot run it alongside an inflatables event due to the risk of damage. We need to keep revisiting the colour run as part of another school event, such as a sports event or festival.</p> <p>The committee discussed scoping plans for a festival in summer 2026.</p> <p>The committee agreed to run another inflatables day in September. While the ticket sales did not cover the cost of inflatables, the pop-up second-hand uniform shop boosted funds raised overall and would be worth doing again. Ensuring the boarders are included would increase ticket sales also.</p> <p>Feedback suggests we need more refreshments next time, and running a BBQ and hot drinks stand would raise more money. VS to arrange a date with the sports department. (Action: VS)</p> <p>The PTFA will encourage as many parent volunteers as possible, but we might still need school staff support on the day – perhaps beyond the sports department if we are likely to run this every year, so that other staff are involved on a fair rotation. All agreed.</p>	VS

	Due to last summer's success, it was agreed that the second-hand uniform shop can run on transition, celebration, presidents and sport days again.	
6.	<p>Sponsoring Excellence Blazers</p> <p>VS updated the committee on a discussion with Richard Fraser regarding the PTFA sponsoring IJS Excellence Blazers, to an anticipated value of c.£750.00.</p> <p>The majority of the committee expressed concerns about the inclusive application of PTFA funds in this way and whether it meets our charitable objective if the funds only extend to a limited number of pupils, rather than delivering a more widespread benefit. Without understanding the selection criteria, the committee also questioned the opportunity and likelihood of receiving the award.</p> <p>The committee agreed to revisit this when we have a clearer idea about selection criteria, which CC/LS will pick up with Richard Fraser. (Action: CC/LS)</p>	CC LS
7.	<p>AOB</p> <p>None raised.</p>	
	Meeting Closed at: 9.30am	