**13th January 2020 Harting Primary School PTFA Meeting White Hart, 9am**

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| Apologies: | Kate Grocott | Attendees: | Michelle Carter |
|  | Sue Palmer |  | Miranda Sanders |
|  | Lyndsay Bhattercharjee |  | Mary-Lou T-S |
|  | Sarah McLauchlan |  | Ruth Gibbons |
|  | Marie Parry |  | Ellie Barnett |
|  | Lucy Crabtree |  | Elle Potts |
|  | Gill Bruce |  | Emilia Kalebka |
|  | Victoria Warrender |  | Tamara Millard-Beer |
|  | Frances Horgan |  | Alice Stileman |
|  | Kirsty Davey |  |  |
|  | Jax |  |  |
|  |  |  |  |

**Upcoming events**

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| **Date** | **Activity** | **Details** |
| 14/02/20 | Valentines Cake Sale | Lead: Torberry and Downlands (Victoria, Tamara, Alice and Elle)  EB to print x8 posters and put up around the school |
| 31/01/20 | School Disco  6pm to 7.30pm | Helpers to set up 3.15pm: Alice, Kirsty, Michelle, Frances  Helpers on the night: Tamara, Jo C, Elle, Emilia, ML, Lucy C, Ellie  Ellie to source face paints, tattoos and hairsprays  TMB to source crisps and ice lollies  Emilia to print posters  Tickets to go on sale via the office |
| tbc | Outdoor Cinema | Lead: Michelle Carter  Michelle to look into costs and set up (summer term) |

**Date for next meeting**

03/03 or 07/03, 9am, School foyer

**AOB**

* Encyclopaedia Britannica – Mrs Mullet to look into costs for the online Encyclopaedia (key fundraising purchase for this year)
* Tea and coffee set– TMB to source
* Charity Commission – Michelle to submit tax return
* Recycling cartridges scheme – ML to lead
* The PTFA Constitution – Michelle Carter to update
* New tea and coffee set – TMB to source next term