



### Meeting Minutes

#### PTFA (Parents, Teacher and Friends Association)

**DATE:**

20/04/2026

**TIME:**

6.05pm

**CHAIR:**

Anne Marie Haddington

**IN ATTENDANCE:**

Julie Batty, Anne Marie Haddington, Rowan Johnson

Sarah Wilkinson, Danielle Eyton-Jones,

Sarah Mullan, Triana Ferrandiz, Sandra Piscopo, Chloe Ramsay, Tammy Cairns, Stacey Meadows

**APPROVAL OF MINUTES:**

Agreed Upon

**APOLOGIES:**

Steve Scarisbrick, Nicola Wilson., Kirstie Waite

**Minutes From Last Meeting**

- Sponsored Bounce –26/03/26 24/04 deadline for money to be in school
- Tuck Shops next is 24/04/26 – Triana will run

**Treasurer Report**

Bank total - £5639.69 – Community Bank Balance - £387.68

Total incoming: £392.65

- Feb Tuck Shop £94.65
- March Tuck shop £2
- Sponsored Bounce in Bank - £296

Total outgoing: £251.34

- TENS - £21
- Healthy Tuck - £23.37
- Easter Eggs £120
- Service Charges £6.97
- Bouncy Castle - £80

**Charity Update**

Ongoing, Sarah Wilkinson working on and will progress as quickly as possible. All parties have signed and working on previous years books in more detail.

**Colour Run**

- Date is 06/06 12pm-4pm
- Tickets all set up on app
- TENS license secured
- Have quote for 250 runners, 2 cannons and medal - £750. T Shirts and Glasses to be sourced. Agreed Coppice Colour Run Logo on Tshirts. Sell for £5 can be reused at future events.
- Ice Cream Van booked – 15% of takings to PTFA
- Bouncy Castle booked- larger one - £100
- Bar – We'll do Gin in a can, beer, lager, wine, flavoured water, fizzy pop, tea and coffee
- BBQ – 100 burgers - £3 each, £3.50 with cheese. 100 Hot Dogs - £2. Mark and Ellie running
- Course will be mapped out by Anne Marrie on the day
- Lawn Games – No loan from RHS Harlow Carr this time. To price up our own.
- David Lloyd will send 3 people. Archery/Bracelets/Plus one other TBC
- Harrogate Town attendance – Beat the Goalie – TBC
- Your Harrogate Covering
- Agreed to sell external Stall holders at £25 a table
- Letter to Residents to go out.

- Music – Our own playlist
- Volunteers Confirmed – Anne-Marie, Chloe, Julie, Rowen, Mark Hardcastle, Sarahjane, Loren Owen, Tammy Cairns, Sandra, Vickie Forster, Charlie Addis, Polly Cook, Triana, Emma B, Danielle, Ellie
- Activities Confirmed/Agreed

Stall Number	Activity	Volunteer
1	Face Painting	Anne Marie and Freddie's Mum
2	Sweet Stall / Guess the Sweets in the Jar/ Lollipop Pull	TBC
3	Glitter Tattoos	Bernadette
4	Coconut Shy/Nerf Tin Alley	TBC
5	Jarbola/Tombola	TBC
6	Hook a Duck/Gold Rush	TBC
7	Archery/Bracelet Making/One Other	David Lloyd
8	Throw Wet Sponge at the Teacher	TBC
9	Bouncy Castle	TBC
10	BBQ	Mark and Ellie Plus TBC
11	Bar	TBC

#### Actions

- **Sarahjane** – Collect and bank Healthy Tuck Cash. Collect and bank Sponsored Bounce Cash. Buy Year 6 White T-shirts. Price Alcohol for Colour Run. Liaise with David Lloyd re third activity they'll offer. To loan chafing dish.
- **Anne Marie** – Source Glasses and T Shirts. Arrange for field to be cut. Ask Emma B to see if Harrogate Town can attend. Send Coppice Colour Run Logo to Danielle. Will find letter to residents and amend dates.
- **Julie** – Price up Obstacle Course for future events so we can decide on viability – Source Prizes for Stalls/games
- **Sarah Mullan** – Will source burgers. PA system if Rossett wont loan us. Approach Hopkinsons.
- **Rowen** – Will source 100 bread buns/100 hot dog buns, 100 cheese slices, condiments, plus veggie option – Will speak to Tesco. Design and distribute poster for External Stall Holders.
- **Chloe** – To see if Rossett will allow us to borrow PA system
- **Danielle** – To source/price up garden/lawn games. Have banner printed for Colour Run. Donate Pool for Hook a Duck.

#### Any other Business

- **Year 6 Request** – Request for transport Crucial Crew – agreed as cost for that and Residential is the same as last years Residential Coach cost.
- Stacey Class temp rep for Chestnut

#### Date of Next Meeting

- Colour Run discussions ongoing in Wjhats app group – another meeting may be called if needed TBC.
- PTFA - 08/06/2026 – 6.05pm in School

**Meeting Closed** - 7.15pm