



PTA Meeting Minutes 4th March 2026

PTA – Parent Teacher Association

Registered Charity No: 518338

1730 @ Hartford Primary School – Mrs Moores Hall

Attendance: Lindsey Cade, Kate Farmer (chair), Rachael Edwards, Becky Farley, Chloe, Ellie,

1. Apologies for absence – Charlotte Spragg, Katie Field
2. Minutes of the last AGM – 02/10/2026, and any actions (Playground)

Feedback on playground – queried with the parent who raised the concern. Kerry looking into it, Mrs Wheeler to compile what they actually do so it can be sent over. Will ensure this is issued out.

3. Election of Officers and Trustees of the committee – Secretary role now empty and required to have filled.

Not had anyone come forward yet, potential to swap roles between the PTA. Rachael and Charlotte. This was motioned by Lindsey and seconded by Becky Farley so will update Charity commission and begin handover work.

4. Agreed contributions for school: Year 2 Wings and Things, Educational Library Service, EY Ice Cream Farm, yr 4 Cornet lessons, ELSA room, Year 6 leavers items.
5. Events to date: Zactiv, Xmas Cards, Winter Fireworks, Non uniform day, Odd socks

These two agenda items combined – Zac aka Steele from Gladiators school visit – great feedback regarding the visit from all – high school engagement, he was great with the kids and staff and a good day held by all. Always going to be a loss making event but seen as a treat did raise £148 from the poster campaign as contribution towards it.

Xmas cards -£325 commission – didn't get the full percentage as were late submitting it. Did do £4£ matching. Do again next year potential to match fund and look at different supplier for next year in case better timescales and commission.

Winter event – fireworks were “free” as paid for last year so profit £4500 considering the previous cost but our income will show £5100 which included 3 people match funding.



Then the raffle was over £2000 profit (with £1k match funded). This was great despite smaller prizes. Winter event - Good feedback on labubu and some other stalls. Provisionally booked fireworks company for Friday 27th November – requested a sky laser show but waiting to hear. Only 1 complaint this year from neighbour and some feedback around fireworks being too close to the school. Other feedback was Catering vans – queue for pizza was very long but were trying new supplier following request to have pizza and they wanted to be only hot food stall - potential to have another food van with them or review other options. .

Non uniform- over £300 last term going towards happy minds subscription

Odd socks day - £134 – towards the Elsa room

Suggestion made: Can we add an additional amount to parent pay and not the standard £1 donation – Kerry will be asked to look into this (ACTION)

Every other year PTA agreed to fund theatre trip for Ks2 which don't need this year but will require an additional £2k next school year. Kate has also asked Kerry for a year 3 event the PTA to contribute to this year as nothing in for them.

6. Events planned:

- Winner Bars – 5th March

Sold 489 bars - £1 profit on each bar and we have some spare to sell too. Each ticket has been numbered, each class will have at least 1 winner

- Silent Disco – May

14th/15th key stage 1 and 2 split over 2 days – got at a cheaper cost this year so more profit.

- Imaginators – April

Waiting for a date – Tuesday in April/ May and could have the bar on the night

- Cake Sale (Yr 6 ambassadors) TBC

- Year 4 for cornet lessons- **arranging a Film night towards their lessons**

- Summer event – Colour Run

Asked to run again this year – raised £4000 last year so hopefully able to do similar especially now we know how to make logistics work. Will do some stalls as extra too but will need parent volunteers to help too

Frozen Fridays, sports day



- 2026 Winter Event – Fri 27th Nov 2026

Potentially Tea Towels

Look into for this year – EY and year 6 but again will reach out to parents who could help organise with the school for us!

6] AOB

None