



West Hill PTFA Minutes

26/09/2025

Attendees: Rachael Jewell (Treasurer); Nik Nash (Secretary); Bruce Wilkinson; Emily Siddall; Danielle Receveur; Zoe Miller; Michael O'Leary; Rob Pantling;

Accounts update

- £32,714.43 in account
- £11,029.10 assigned to cover previous years commitments leaving £21,684.39.
- Bids made this week are £325 for Mental Health week (yoga) and £5538 for the library.
- Further support for the library (up to £15k) was requested. This would currently be unaffordable and would impact on other PTFA commitments e.g. Christmas crackers, Y6 end of year party etc.
- Post meeting note- a separate spending review meeting to be carried out via Teams at 2000 on 9/10.
- Need to look at banks as we're currently being charged for usage. We need charity specific account.
- In 2024/25 we made £11,229.44
- Rachael would like to hand over Treasurer role at next AGM.

Winter Ball

- Deposit for the band/ caterers has already been paid
- Do call for helpers, breaking down the roles that need to be filled to run the ball.
- Auction makes the most money, so finding prizes for this would need to be priority.
- Without a Ball committee, the PTFA will be forced to cancel.

Fete

- Advertise for fete committee early
- Emily would like to hand over running the bar. Prepared to do handover this year if required.
- Sponsors for the fete need to be contacted early in the year.

Disco

- Lou & Claire have organised Halloween disco, however this cannot go ahead without a Chair in place, as the PTFA lacks the required governance.

Chair

- Rachael asked the group if anyone was interested in putting themselves forward for Chair.
- Bruce volunteered and was enthusiastically voted in by those in attendance.

Requests

- School library- Rob advised that they are leaning towards a company that will project manage the refurbishment and provide lighting and custom furniture etc for circa £15k. The children are voting on their preferred design.
- Books are seen as consumables in school. Devon library services will provide books for £5k a year or £12k for 3 years. Discussion was had over whether the 3 year deal represented good value. It would require additional funding from the PTFA.
- We could set up a go fund me for donations or another sponsored bounce.
- The Reception room would benefit from having a bathroom within the space that is size appropriate and can be used independently by students. There was discussion about whether this constituted structural improvement and was therefore outside of things that the PTFA could fund. Rob to confirm.
- The school would like to update their website, but this would be an expensive job. Rob was highlighting that this might be something the PTFA could contribute to.

Outreach for new PTFA members/ helpers

- There's a phonics evening at 1730 on 01/10. The PTFA could attend to showcase what we've done and invite new members. The poster that Rachael made could be updated to illustrate things that the PTFA has funded.
- Alternatively, the PTFA could do a stand after school to sell/ give away school uniform, advertise what we've done and appeal for new members.
- It would be beneficial to review the information on the school website and improve.
- PTFA could also have a presence at meet the teachers/ parents evening.
- A new PTFA member offered shoeboxes. These could be decorated by the children and used to collect donations