



**SIR THOMAS RICH'S
PTFA**

**MINUTES OF MEETING
HELD IN THE STAFF ROOM ON
Monday the 24th November 2025**

PRESENT:, Kerry Canning, Paula Turner, Dawn Davis, Sarah Cripps, Matthew Lynch, Karen Elias, Helena Evans, Leighton Jordan, John Amos, Philip Nickson, Prateek Kadao

APOLOGIES:, Charlotte Chapman, Nabeelah Sedu

Agenda Item	Action Assignee
Minutes of the last meeting dated 22nd Sept 2025. The minutes of the last meeting were agreed.	
Review of actions and matters arising from last meeting • none	
Autumn Term Fund Raising <i>Jazz Night – 4th Dec</i> • Buzz to check on charcuterie boards for this event.	LW
<i>Quiz and Pudding – provisionally 24th April</i> • Kerry to contact Gavin to see if he would like to help organise this event. • Kerry to check with Simon and Sam for their availability. • Kerry to check if hall is free.	KW KW KW
<i>Curry Night</i> • Phil to follow up with his contacts, potential for Feb 2026?	PN

<p>Review of Activities</p> <p><i>Quiz & Pudding – 21st November</i></p> <ul style="list-style-type: none"> • 85 tickets sold large proportion is current year 13. 	
<p>Updates</p> <p><i>PTFA File Storage</i></p> <ul style="list-style-type: none"> • Paula to check uniform shop files on dropbox before they are deleted. 	PT
<p><i>PTFA section of school website</i></p> <ul style="list-style-type: none"> • Conscious that this needs updating. • Kerry to speak to Gavin to see if this is something that he might like to do. 	KW
<p><i>Uniform Shop</i></p> <ul style="list-style-type: none"> • See separate report. • Successful Wed night and Saturday openings. <p><i>Easy fundraising</i></p> <ul style="list-style-type: none"> • Needs new co-ordinator and needs promoting to parents. <p><i>Other ideas – <u>would need someone or a small group to volunteer to organise</u></i></p>	
<p>Grant Requests</p> <ul style="list-style-type: none"> • English Dept – submitted by Tom Kendrie for £1000 towards new books for KS3 curriculum. Trustees approved this • History – New display boards for open evenings – 3 x £80. Trustees approved this. 	
<p>Treasurers Report</p> <ul style="list-style-type: none"> • Please see separate treasurers report. 	

100 club

The winning numbers

Month	1st	2nd	3rd
Sept	134	80	43
Oct	20	5	12

AOB

- None

Future Meeting Dates

Monday the 26th January @ 6:30pm