

PTA meeting 4.11.16

Present: Emma Skelton, Julie Storr, Diane Bryant, Rachel Matthews, Fiona Todd, Emma Chalmers, Joanne Wharton, Nina Roddom, Jill Little, Katarzyna Budzynska, Jessica Storey and Lynn Harrison

Apologise: Leigh Rutherford and Lynn Lawson

- Minutes agreed from previous meeting.
- Christmas Fair

To begin we discussed stalls that have proven to be successful and enjoyed by everyone at previous Christmas fairs.

- Chocolate Tombola - Emma Chalmers
- Toys - Fiona Todd (someone to relieve at half time)
- Gift for parents - 2 school staff
- Children school-made craft to sell - school staff
- Fair Trade stall - school staff
- Christmas Elves stall - children (overseen by Mandy Ewart)
- Cakes and treats - 2 staff
- Decorate shortbread - Julie Storr and Jill
- Make a sand bottle tree decoration - Rachel Matthews
- Tinsel pull game - speak with Deneane Kerr
- Pin the nose on Santa
- Wine and water stall
- Black Jack Tombola - Nina Roddom and Catherine
- Rota Kids (LH noted that Rota Kids will run a stall which is yet to be decided upon)
- Raffle - possibly Chris Matthews
- Tea and coffee/mince pies and croissants - Joanne Wharton and Jessica Storey

After outlining which stalls should be at the fair this year it was decided that the PTA would buy the pack for the sand bottle decoration stall. As development of the water and wine stall it was decided that there should be a bottle of white, red and rose wine, whiskey or spirits and children's equivalents to be available.

Katarzyna Budzynska would like to donate a raffle prize of £10 from their family business- Angels meals.

There will be a luxury hamper to auction at the end and possibly Christmas trees if they were donated again.

We then decided who could run which stall. There will be a list made of stalls which could use more help and which stalls still need an adult to run.

To ensure the fair has a cheerful, Christmas atmosphere all helpers are asked to decorate their stall and to wear a Christmas hat. It was suggested to play Christmas songs and possibly have Christmas scented incense burning.

Fiona Todd is also going to research cups to buy that are filled with mulled wine or fruit juice for free.

- Christmas Fair Timetable

Set up at 12

Christmas fair start at 2 o'clock

Auction to begin at half past 3

Finish fair at 4.

A letter with details and requests to be sent out from school week beginning 7.11.16 and again the week before the fair.

The chocolate Tombola non uniform day will be held on Friday 25th of November.

- School Christmas Party

The school Christmas party will be held on Friday 9th December.

Staff will arrange and run all games. PTA have booked Santa to give gifts to children. After previous success the party food list is:

- Grapes
- Carrot sticks
- Cheese chunks
- Crisps
- Chocolate fingers and party rings
- Sausages
- Cakes
- Drinks (all drinks are already purchased)

Mandy Ewart will serve teachers table. Volunteers to help at school Christmas party; Emma Skelton, Emma Chalmers, Fiona Todd, Rachel Matthews, Nina Roddom and Jessica Storey.

- AOB

PTA treasurer, Leigh Rutherford sent notes with Fiona Todd to inform the success of the Halloween disco. Overall there was a profit of £48.84, (full breakdown of costing in PTA meeting minutes file).

Leigh Rutherford had looked into higher interest account, the best interest rate that was found was 0.25%; as we already have an

account with a 0.1% interest rate it was decided it was not beneficial enough to change accounts.

After the meeting held on 10.10.16 the PTA have reimbursed school for the WHIS Kids sessions, this came to a total amount of £420.

The current balance is now: £5,201.34

A full breakdown of monies spent and made since the last meeting on the 10th October will be in the PTA meeting minutes file.

Leigh Rutherford also requested to have Mrs Harrison added onto the list for counter signatures for PTS cheques, all were in agreement for Mrs Lynn Harrison to be a counter signature.

Meeting closed at 09:45.