



MINUTES OF PTFA MEETING
Tuesday 6th December – 3.30pm
at Hartington C of E Primary School

PRESENT: Anna Wardle, Rachel Mellor, Vicky Allen, Helen Debes, Katherine Webley and Nicola Richmond.

APOLOGIES: Holly Blackwell and Barbara Davis

WELCOME: Anna thanked everyone for coming for a short discussion regarding – the Christmas tree for PTFA decorating in church by the 10th December 2016, theme ‘the crown jewels’ and Nativity/Pie & Pea supper on 14th December 2016.

No minutes were read from the previous meeting, as this was not an official meeting.

Christmas Tree:

- ⑩ Tree donated by Anna and is standing at 4ft
- ⑩ Meeting at church on the morning of Friday 9th December 2016 after school drop off, to take down children’s display work and decorate the PTFA tree.
- ⑩ Judith to be asked to send a text to parents asking them to either make with their child or donate anything to do with the theme ‘the crown jewels’ towards the decoration
- ⑩ Rachel to bring a crown for the top
- ⑩ Katherine to bring green tinsel for the centre of the tree to add depth as its a little sparse
- ⑩ Nicola has agreed to make pasta necklaces and spray gold
- ⑩ Tree needs to be completed and ready for viewing in church on the afternoon of Saturday 10th December 2016.

Nativity/Pie & Pea supper:

- ⑩ To be held on the 14th December 2016 (evening)
- ⑩ Nativity to be held in church
- ⑩ Pie and pea, raffle and auctions to be held at school after nativity
- ⑩ Raffle prizes and auction prizes are listed separately on a poster made by Helen and have been distributed around the village and to everyone selling tickets
- ⑩ Numbers for Pie and Pea need to be calculated by Monday 12th December 2016 to allow the correct amount of tables etc to be organised.
- ⑩ Drinks – we have 2x red and 2x white bottles of wine left. Anna has agreed to purchase further bottles, beer and lemonade from Aldi. Further: 4x red, 2x white, 4x rose, 3x Carlsberg boxes (20 cans in each) and 12x lemonade.
- ⑩ Katherine to do price list for drinks - ‘suggested donations’ for all alcoholic drinks listed and prices for all non-alcoholic drinks.
- ⑩ Mince pies to be on sale – made or donated by parents and friends of the school. Anna, Rachel, Helen’s mum, Anna’s Mum and Nicola have all agreed to make mince pies.
- ⑩ Judith to be asked to send a text out to parents regarding mince pies – donations

- ⑩ Vicky has agreed to make 'guess the bauble' - a large Christmas tree with 50 coloured baubles numbered, choose a number 1-50 (Vicky to make chart 1-50), £1.00 a go, number to be drawn out of a hat and that number person wins. (to replace santa's grid as its been misplaced)
- ⑩ Anna has made a Christmas cake for 'guess weight of the cake', Vicky to make weight chart for people to make guesses (30 weights on chart), £1.00 a go
- ⑩ Chocolate tombola – to be labelled with raffle tickets before the evening £1.00 /5 tickets
- ⑩ Secret bid and auction flyer to be made by Helen and given out after nativity in church to everyone to be thinking and discussing
- ⑩ Secret bid box and slips to be left at school for anyone wanted to place a bid before auction night
- ⑩ School 150th bags to be on sale
- ⑩ Rachel to contact Geoff (school cleaner) regarding Regatta jackets for auction and family tickets for himself
- ⑩ Wheel barrow + wine/beer – we have added tickets for a tour of Thornbridge Brewery, Bakewell as they have donated beer which has gone into the wheel barrow
- ⑩ Anna has agreed to purchase mint sauce for the pea and pie
- ⑩ Helen to do photo's of the Christmas Hamper to be donated by Eileen and Alan, as they feel people need to be able to see what's in the hamper.
- ⑩ Set up for pea and pie after school on Wednesday 14th December 2016

Next Meeting:

Parents to have a meeting Tuesday 13th December 2016 to finalise details and order auction prizes, during after school club 3.30 – 4.30pm.

Meeting closed approx 4.25pm

Thank you to everyone for attending and giving up their time.

Chairperson: _____

Date: _____

Secretary: _____

Date: _____