



MINUTES OF PTFA MEETING
Wednesday 8th November 2017 at 7.45pm
(Following the AGM)
at Royal British Legion

Present:

Anna Wardle, Rachel Mellor, Vicky Allen, Judith Flower, Tracy Blackwell, Linda Wright, Helen Debes, Barbara Davis, Nicola Richmond and Zoe Clark.

Apologies:

Liz Broomhead, Katherine Webley, Vicky Critchlow and Holly Blackwell.

Welcome:

Anna thanked everyone for coming at the beginning of the AGM. Minutes were read from the previous meeting 20.09.2017 and signed. Proposed - Judith Flower and Seconded - Tracy Blackwell.

Agenda:

- Christmas craft night
- Christmas fair organisation
- Christmas raffle/auction
- Christmas tree decorating
- Nativity Pea and Pie night
- Letters of thanks
- Next meeting

Christmas craft night:

Vicky Critchlow has decided to hold a craft afternoon/evening at her house to make things to sell at the Christmas fair. The cost of this will be covered by herself as her donation to the school. All further information to given regarding time and date.

Christmas Fair organisation:

- Entrance is now to be free as some stall holders have express concerns regarding charging on entry, therefore there will be a donation bucket available for anyone wanting to make further donations.
- Anna has managed to organise eight stalls to come to the fair, along with this will be our own stalls.

Company Stalls:

- Mandy Cope - cheese sales, Mandy has agreed to provide the stall produce but needs someone to run the stall for her due to lack of staff - Judith Flower

has offered to do this and Anna Wardle will email to confirm.

- Carol Moore - Vintage items
- Sandra Cooper - Reflexology
- Kate - Matilda Bay
- Hannah Baker - Jewellery
- Lucy and Jane - Arty/crafty
- Sue Bruce - household items and gifts - Tracy Blackwell is going to be running this stall on Sue's behalf
- Sandra - Handmade cards

School Stalls:

- Vicky Critchlow - crafts and glitter tattoo's
- Chocolate Tombola
- Christmas donated stock and school bags
- Cakes

- Santa to be in Santa's grotto between 2-4pm, this will be played by Anna Wardle's step father. Santa's grotto will be decorated and a charge of £2.00 to visit Santa will be put in place.
- Santa's presents to be purchased from the pound shop and will be unisex, these will be wrapped before hand and put in Santa sacks.
- Anna Wardle is to ask Ann Stubbs to possibly use a pony and make over as reindeer as we are unable to get reindeers to attend.
- Shopping: tea, coffee, hot chocolate, cans of pop, sweets etc. Anna Wardle and Helen Debes have agreed to go and get these from Costco or Bookers.
- Cobs of Ham, Turkey, Beef and Cheese are to be made on the morning of the Christmas Fair to be sold throughout the day.
- Linda Wright has agreed to ask Mycock's to possibly donate ham to school and Rachel Mellor has agreed to ask Lowerhurst Farm for a donation of beef.
- Cobs will be ordered through the post office via Anna Wardle.
- Vicky Allen to send out letters to parents asking for donations of chocolate and mince pies.
- Helen Debes is in charge of marketing and will do posters and flyers.

Raffle/auction:

- Raffle tickets have been ordered (1200) more ordered this year as last year we ran out before the event. 1st Prize - Eileen's Hamper, 2nd Prize - YHA membership and £50 voucher and 3rd £50 cash.
- Vicky Allen ran through company prize donations for the raffle so far and asked for people to collect some - 1) Retreat Spa Voucher - Nichola Richmond to collect 2) Golf voucher - Tracy Blackwell will get her husband to collect and 3) Clip and Climb voucher - Vicky Allen will collect.
- Prizes to be ordered near the time once all have arrived.

Christmas Tree Decorating:

- Church - theme 'Christmas Eve' - stockings, lights, stories and anything else

people want to contribute. This is to be ready for the 1st December 2017 in church for the Christmas tree event.

- School - Anna Wardle will help decorate the tree and anyone else who will be available at the time.

Nativity Pea and Pie (12th December 2017):

Numbers of people attending needed asap in order to order food. Organisation will be discussed nearer the time.

Number Run Winner:

28.10.17 - Kerrie Wager won £132.00, run took 12 weeks and PTFA made £132.00.

Letter of thanks needing to be given to:

- Travor Wragg - £20.00 donation given during meeting.
- Farm shop - for selling stock on schools behalf.
- For stock donation from a member of the village.

To discuss in next meeting:

- Raffle prizes
- Pea and Pie organisation
- Possible donation from PTFA to school for use of stationary e.g. printing
- Possible involvement of the village in events to combine and make events larger and more well advertised.

Meeting closed approx 8.45pm

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

Chairperson:

Date:

Secretary:

Date:

Proposed:

Date:

Seconded:

Date: