

PURPOSE

General Meeting and to discuss Christmas Fair

AGENDA TOPICS

1) Attendees and apologies

In attendance - Sophie Mazingarbe, Lindsey Kelly, Sandy Langley, Mrs Burns and Jenny Sykes
Apologies - Mrs Chesters, Miss McCurrie, Chris Cooney, Carla Abbott and Katie Buckingham
Carla Abbott emailed some notes to be read throughout the meeting. Lindsey Kelly read her email aloud.

2) Approval of last meeting's minutes

Approved.

Committee members signed the constitution for 2023-24

3) Update on subject funding

Mrs Burns explained that all the money pledged to subjects has been spent and items ordered. Some have started to be used already. CA's notes: *It would be good to get a list of things so we can do a "donations to school" email/newsletter for the end of term.* JS asked if the PTA could have some photos of the items or the items in use to share on social media. Mrs Burns has spoken to Mrs Hughes about the best way for the PTA to reimburse the school. JS to raise a cheque for the £150/subject.

Mrs Burns updated the committee on the new maths resources too. JS has the invoice to pay the school.

4) Christmas card update

JS shared that the orders are in and should be arriving next week. Profits are approx. £115.

5) Year 6 leavers

The committee discussed something we could do for the year 6 leavers. Last year we paid for the coach for Primary College. CA's notes: *It's a lovely idea and this year is a small class but for future classes of 30 at £20 each this is a considerable commitment. What if we only make £1000 this year? I'm not sure parents would be happy if the majority of that went on hoodies for leavers. Is there something else we can do? Leavers books for everyone to sign or a "thank you and good luck" gift.* The committee is all very keen on the idea of hoodies for the leavers. JS suggested making a contribution towards hoodies in case of large classes / a year of little income. JS shared an email from the company we have used for tea towels / Christmas cards. They do hoodies. LK to get prices from another couple of companies. To be discussed at a future meeting.

6) Christmas Fair plans (Tuesday 12th December 4:30-6:30pm)

JS shared her outline of vague plans for the Christmas Fair. Committee discussed the points. Entrance fee - £1 per adult, children free.

First Aid station - run by staff on a rota.

Non-uniform day for prizes for tombola / other stalls. Mrs Burns to find a suitable date for a non-uniform day.

Mrs Burns to ask Mrs Chesters if we could email WD families to ask for any donations from companies.

CA sent adoption teddy certificates. Approved. LK says she will print them out. SL has lots of teddies, she will speak to charity shops to get more. LK to check teddies with SL (tug test on eyes etc.) SL has washed them all.

SL to sell preloved uniform too.
Stick the nose on Rudolph - SL to get red sticker sheet for nose to be stuck on.
Facepaint to be kept simple. JS has Christmas tattoos too.
LK to price up sweets for stall and prizes.
JS suggested some other games, committee approved.
LK has whack a rat, JS has reindeer toy for whacking purposes.
LK still has wooden baubles for craft table. Decorating supplies needed. LK to price up.
Candy canes needed for pick a pop lolly game.
Grotto - daytime grotto OOSC? LK to ask Clare C if we are able to use it for children who will not be coming to the fair, but would like to see Father Christmas. CA's notes: *Google form or School Interviews for Santa bookings*. Mrs Burns to ask Mrs Chesters if we could use School Interviews for those NOT attending the Christmas Fair.
Evening grotto - staffroom. LK has looked at gifts. Charge £1.50 to cover cost of gifts.
Selection of 'free from' / vegan gifts to be purchased too.
Refreshments - cake donations to be brought into school.
Hot and cold drinks to be served from hatch. Katie B has said she would be happy to serve refreshments.
Mulled wine to be served from urns - Mrs Burns to check.
SM says that Bailey's is on offer in Sainsbury's.
JS to sort out licence.
SM and LK to serve pancakes with toppings. JS is wondering whether the hatch may be too small for all the refreshments. Maybe serve pancakes in the hall. Implement an ordering system.
The playlist is ready.
Site plan discussed. Mrs Chesters has said we can use year 1 & 2 classroom, plus Reception. We will try to avoid the Rec classroom if possible.
Music playing in classrooms - potential data breach from laptops playing through speakers - need to consider adult in rooms.
JS to complete Risk Assessment and site plan.
LK will put together a shopping list. Committee to chip in with purchasing as needed.

7) AOB

CA's notes: *Snacks for Christmas trip. KS2 are going to see the Nutcracker. Will we provide snack and drink? Is there an equivalent for KS1 this year? Or could we do something like crackers for Christmas lunch for all year groups instead?*

The committee likes the idea of buying Christmas crackers for the whole school for Christmas dinner day. Mrs Burns to check the viability of this with Mrs Chesters.

CA's notes: *Carols at the tower. Is this happening this year?* Mrs Burns says that it's usually the choir that organises this. Last year we did Carols around the amphitheatre. LK suggested doing this again and selling off any remaining stock from Christmas Fair. All happy. Mrs Burns says she'll find a suitable date for us.

LK says that lots of people have asked her about fireworks this year. We organised a fireworks display last year and talked about a two year rolling programme of events. LK suggested doing a brief survey in the New Year to gauge opinion on fireworks. JS suggested looking at the price of silent fireworks or a laser light show. Silent fireworks are more expensive but potentially worth it.

8) Next Meeting

TBC - edit : Thursday 30th November 4:30pm in the school hall

9) Thank you