

	PFA Meeting – Thursday 6th November, 2014	ACTIONS
Apologies:	Sarah Meredith, Fiona Martin, Nicola Treacy, Pierre Tanner, Trisha Wallington.	
Minutes of the previous meeting.	Minutes of the previous meeting – agreed as a true record, Issues Arising: Christmas Letters – Angela will purchase envelopes for the letters. Jess has purchased the stamps to put on the xmas letters Suzie will send the poster to Kelly Lilley to pass onto playgroup.	
1. Pumpkins	Both events were a huge success and raised money for the school.	
2. Halloween Disco		
3. Christmas Fair – 12/12/14 6-8pm	<p>Set up will be from 3:30, we will only be able to access the classrooms at this point:</p> <p>Santa's Grotto Refreshments</p> <p>The hall can be set up after 4:30 as there is multi sports beforehand.</p> <p>The PFA were delighted to welcome Mrs Yarland to the committee. This year we are going to suggest that parents wrap their own present if they want the children to meet Father Christmas. (There will be a bank of presents available if people come that do not belong to school or if a parent forgets to wrap a present.</p> <p>Photos will be taken on the night and parents will pay for the photograph. A list will need to be collated with name and class.</p> <p>Mrs Yarland suggested using one of the teachers' husbands to be FC as there is a concern that the children will recognise Ben Coulthard. He is happy to do it if no one else can be found.</p> <p>There was some discussion around a raffle ticket system for seeing FC to avoid queuing.</p> <p>Mrs Yarland is able to do face painting we will need to purchase some paints.</p> <p>Kelly has organised the chocolate tombola.</p> <p><u>Raffle Prizes</u> Mrs Yarland will contact West Lodge Farm for a free entry ticket Kelly/Sarah will chase Sacrewell Farm</p> <p>Angela listed the games for the hall as@</p> <p>A coin for Rudolph Pin the nose on Rudolph Treasure Map</p>	<p>Mrs Yarland to ask about being FC.</p> <p>Lou Coulthard will run this stall.</p> <p>All PFA will support decorating the grotto. It will be in Foundation Stage Class.</p> <p>Purchase Face Paints.</p> <p>Angela is organising games and will need</p>

	<p>Ping pong jar Lego building Guess how many smarties are in the jar Find Santa Knock santa off the Chimney</p> <p>On Sale will be: Keys Make an Olaf Reindeer poo. Jam jars decorated and filled by the children – school council to organise and run.</p> <p>Suzie or Jess still need to speak to Mr B or Mr P to run a boy activity possibly in the covered area of the foundation stage area.</p> <p>Refreshments SJ will apply for a TENS licence.</p> <p>There will be: Tea/coffee Hot chocolate and baileys squirty cream marshmallows Mulled wine Squash Small cans of fizzy drinks. There will be minced pies, sausage rolls and chocolate yule log to eat.</p> <p>Suzie will put a list together of all the stalls and Jess Bonney will find helper to support manning the stalls.</p>	<p>approx. 7 helpers on the games.</p> <p>Jess Bonney will put together Olaf and reindeer poo.</p> <p>Mrs Yarland to speak to school council about setting up this stall.</p> <p>Suzie or Jess to speak to MR P or Mr B.</p>
4. Santa Letters	<p>Mrs Yarland has suggested that we use a website to generate all the letters she will set up a temporary email address for everyone to email the letters to and then Mrs Y think we should be able to print these letters at school. She is happy to sit with us and print them all.</p> <p>Suggested helpers for the letters are: YR – SJ JB CY Y1- SM TW PT Y2 – LC ??? Y3 – RB CB to be confirmed Y4 – DB JG (JG to be confirmed)</p> <p>We will charge £2 per letter SJ will produce a poster.</p>	<p>Mrs Y to inform PFA of the website address for the letter.</p>
5. Mrs B's wish list	<p>The PFA agreed that Mrs B could make a start with purchasing some of the things on the wishlist</p>	<p>Mrs Y to inform Mrs B.</p>
A.O.B	<p>The next meeting will be at the club on Thursday 27th November</p>	

