**PTFA Committee Meeting**

**21/11/2024 @ 7.30pm.**

**Attendees**: Hannah Hall, Christine Hall, Eleanor Badran, Jenny Facey, Bethan Hunter, Billie Wright, Caroline Smith, Simon Pascoe, Sarah McLachlan, Louise Cole (Teams)

**Apologies**: Rachel Evans

**Minutes of last meeting (HH)-** will be available on website from now on rather than emailed out to parents. No issues from last meeting.

**Treasurers report (CH)-**

* Payment made to school £20 per child £4240
* Additional payment for 1 child panto £3
* Colour raffle £1274 paid straight to school
* Xmas books purchased, tree paid for, crackers purchased (covered in allocation to school)
* Ipads x 10 paid for £2790
* New urn £47.78
* Wye falconry refund received

**General Business**Old marquee now gone to Newent Beavers thank you to Jake Simpson for collecting. Will order replacement in new year.

Ipads already arrived in school.

**Post event feedback**

**Uniform sale-** can we reorganise uniform as it’s getting untidy again. Needs someone to go through it and bin poor quality items. Several items also need washing again? try separating into more bags to help when people are searching for items.

*Plea to parents- please do not donate dirty or stained/worn items!*

**Hot choc-** well received but not that profitable. Do have plenty left so will use at bazaar.

**Event planning**

**Non-uniform Bazaar donations**-Friday 29th Nov- CH/SM/BW/EB to collect donations -sort and place in container on empty shelves. To bring festival trolleys to help move items. KS1- Chocolate or individually wrapped sweets. KS2 - bottles. Tombola gifts also gratefully received.  
Poster/Whatsapp/social media- school to do message via Parentpay.

**Wreath making**- 29th Nov. 34 booked on, 10 take away boxes. 2 or 3 more interested. Shopping done by SM using £30 spa voucher. HH to collect greenery. CH to get feathers. EB dehydrated oranges. HH/BW pinecones. TEN sorted. Volunteers HH, CH, LC, SM. Set up 5.30-5.45. Expected profit £771.

Red Marley to take any leftovers- HH to organise.

**Xmas tree** arriving on Monday. Offcuts to be put to one side for wreath making. School to decorate. HH to post picture of tree advertising available from last day of term.

**Bazaar**-

Parking- SM agreed parents to use chapel rear car park and OCH car park. Not to park down side of chapel (opposite bungalows) as will be in use. Signs to be put up.

Stall holders- x9 in classrooms, x1 Westons in main hall. Unload at 4.45- 5.15 then move vehicles. To remain until 7.45 to avoid cars near people.

Grotto- 120 coins. 113/120 sold @£3 per person. X1 no chocolate. Set up TBC. Gift for Santa required CH. JF to wash suit.

Set up- SP agreed use of outdoor classroom to organise AM. Set up in school from 1.30.

Floats- ordered for collection.

PTFA selling stall- in with stall holders. Baubles, Elfridges stock, sweet bags.

Refreshments- £60 spar, £10 Sainsburys, donation from Huntley Garage, Newent co-op £10. Waiting to hear from Aldi and Morrisons. HH to distribute shopping list. More cans needed (Morrisons). Flavoured water/fruit shoots (Aldi).  
Sweets – being made up into bags by SM for £1 each

Price lists- Turkey Roll £4, Hot dogs £2.50, Vegan Hot dog £2.50, Sausage rolls £1, glass of mulled wine £2. Tea/coffee £1. Hot choc with cream and marshmallows £1.50. Squash 50p. Cans £1. Flavoured water 50p.

Meat ordered from Hanks- 7kg turkey crown, 4kg sausages. Sausage meat for Monica’s sausage rolls.

Doughnuts- EB and BH to sort. £1.

Games- depending on volunteers-

1. Spin to win- £1
2. Prize every time tree- £1 BW to do prizes, costa donation top gift.
3. a) Guess the name of the Husky 50p, b) Feed the penguin 50p for 3
4. Play your cards right 50p
5. Hoopla on tree. 50p for three rings
6. Lapland treasure grid £1

Raffle tickets- continue selling.

Entertainment- Larks 6pm. Christmas CD’s.

Volunteers- needing more people to sign up. To continue to push link.

TEN- complete.

**Xmas party**- confirmed times for Santa & elf.

Books- All purchased by EB. Distributed for wrapping.

**Quiz-** Upton Bishop Millenium Hall. March 7th. HH to book

**Date of next meeting: January 16th 2025**