

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

Committee

28/11/18 9am | Meeting called by Tracy King

Committee members

Tracy King (Chair) | Julia King (Fundraising Manager) | Jo Pollard (Events Manager) | Helena Royston (Secretary) | Liza Shaw (secretary)

Apologies - Sarah Riggott (Vice Chair) | Anna Hills (Treasurer)

Sub committee meeting

Minutes from 20.11.18 to be updated with Julia's notes -HR to action

Raffle

Champagne, whiskey plus la vie est belle and just float to be added to prize list and molton brown to be taken off .

Raffle ticket main body to be returned to parents who sent the full tickets back. JP to action.

105 books returned and 2 tickets.

Advertising

Invoice to be raised for all adverts AH.

Christmas fair prog now back and due to go out today.

CHRISTMAS FAIR

Opening speech

TK to welcome everyone to the fair and give fire safety info.

Chorley's angels to be introduced and fire exits.

TK to introduce the choir

JK to welcome santa

Ava and AL to do PFA stall. AL to sign volunteers in and out.

Miss Tissington has volunteered to help

JK to message Gemma about forth coming dates. Gemma is ok with partitioning off the hall.

PFA to start at 5pm setting up the fair. Main tables to go out.

Grotto has been agreed with JW to be in after school club.

Banners have arrived for grotto.

Gary Salters to sort bread buns etc for free

Christmas volunteers from google docs for stalls

JK to put a post on volunteers to tell volunteers when to come in approx. 11.30ish.

TK to email JK roles and JK to contact volunteers to let them know what they are doing.

Christmas Fair Volunteers

Stall	Name	Start	Finish	Sign in	Time	Sign Out	Time
PFA Information	Anna Hills	9.00am	5.00pm				
Year 6	Ava Moys	12.00pm	3.00pm				
Chocolate Tombola	Claire Salters	12.00pm	3.00pm				
Year 9	Charlotte Salters	12.00pm	3.00pm				
Year 6	Holly Gordon Hickson	12.00pm	3.30pm				
Bottle Tombola	Julia King	9.00am	5.00pm				
	Claire Davies	12.00pm	3.00pm				
	Miss Tissington	12.00pm	3.00pm				
Toiletries Tombola	Sarah Peters	12.00pm	3.00pm				
	Friend	12.00pm	3.00pm				
Year 6	Kiera Denwood	1.00pm	3.00pm				
Santa's Grotto							
Santa	Eddie Wilson	11.15am	3.00pm				
Chief Elf	Joanne Pollard	9.00am	5.00pm				
Mummy Elf	Helena Royston	9.00am	5.00pm				
Year 6	Emelia Frazer	12.00pm	3.00pm				
Year 6	Katie Shaw	12.00pm	2.30pm				
Year 6	Mustafa Ali	12.00pm	2.00pm				
Year 6	Jamie Ward	1.00pm	3.00pm				
PFA Gift Stall	Dilys (Jo's Mum)	12.00pm	3.00pm				

Year 6	Holly Baron	12.00pm	1.00pm				
Year 6	Millie Kettleband	1.00pm	3.00pm				
Christmas Sweet Shop	Ralph Pollard	12.00pm	3.00pm				
	James Jackson	12.00pm	1.00pm				
BBQ	Gary Salters	12.00pm	3.00pm				
	Mark Shaw	12.00pm	3.00pm				
Refreshments	Pamela Thompson	12.00pm	3.00pm				
	Laura	12.00pm	3.00pm				
Year 6	Thomas Bramall	12.00pm	2.30pm				
Year 6	Pheobe Makin	12.00pm	2.00pm				
Year 6	Olivia Hallsall	1.00pm	2.00pm				
Balloons	Sarah Riggott	9.00am	5.00pm				
	Aidy Riggott	12.00pm	3.00pm				
Hair Braiding	Sandra Parker	12.00pm	2.00pm				
Nails	Alexandra	12.00pm	3.00pm				
Games							
Mince Pie Madness, Olaf in One and Bauble Bobbing	Nicola Nicholson	12.00pm	3.00m				
Choc Cards	Jenny Heyes and Daniel	12.00pm	3.00pm				
Year 6	Issac Keay	12.00pm	2.00pm				
Pick a prize Emoji	Hannah Davies	12.00pm	3.00pm				
Year 6	Abby Parker	12.00pm	2.00pm				
Guess the name of the monkey	Matt Nicholson	12.00pm	3.00m				
Year 6	Danni Anazodo	12.00pm	2.00pm				
Year 6	Ellie Hutchinson	1.30pm	3.30pm				
Crafts	Carolyn Williams	12.00pm	2.00pm				

Year 6	Lottie Williams	12.00pm	2.00pm				
Year 6	Mya Ryan	12.00pm	3.00pm				
Year 6	Alexis Johnston-Aston	1.00pm	3.00pm				
Year 6	Nicola Smith	1.30pm	2.30pm				
Spare Volunteers	Face Painting						
	Pick a Prize Emoji						
	Guess the Name of the Monkey						
	Craft Table						
	Games						

Olivia Halsall to sort drinks for volunteers

Gazebo could go by OO club

TK to meet with JW on Monday.

Next meeting: Friday 8pm set up in school hall