

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

20/09/2017 1.30pm | Meeting called by Tracy King

Committee members

Tracy King (Chair) | Julia King (Vice Chair) | Jo Pollard (Secretary)

Discussion

Minutes from previous meeting

Previous minutes accepted.

Calendar

The changes made to the calendar were accepted.

ACTION: TK to email to school for distribution.

AGM

TK Lead

All documents and speeches were agreed for the AGM

We discussed the organisation of the evening, how many glasses should we hire?
Morrison's hire glasses if you buy the wine from them. How many bottles of wine?
Cheese?

Decided also to have soft drinks available. These would be taken from existing stock.
Crisps and biscuits would also be provided because of the short stock life.

Figures on the Facebook page suggested that 2 were going and 19 people were interested.

ACTION: TK to complete the PowerPoint

TK to look in to whether to buy or hire glasses

TK to buy wine, cheese and grapes.

MacMillan Coffee Morning

TK Lead

ACTIONS from previous minutes: Create an event on Facebook ✓

Create promotional Materials: Received the pack from Macmillan but it only has 1 A3 Invite. I have ordered another 3. Other promotional materials

Discussion

need to be created.

Create requirements sheet for MCM ✓

Order more materials from MacMillan ✓

Create layout and jobs list ✓

Facebook Poll: 14 going 16 interested

TK waiting for the other materials to come from MacMillan

Requirement sheet completed

ACTION: TK to create promotional materials sheet for MCM

Quiz Night

JP Lead

Quiz night 13/10/17

Doors open at 7.00pm for prompt start: 7.30-9.30pm

Cryptic story: 20pts (ask John K to email through)

7.30-7.45 round 1 Science & Nature 10pts

7.45-8.00 round 2 Entertainment 10pts

8.00-8.15 round 3 Sport 10pts

8.15-8.30 comfort break

Picture flyer: Music 20pts (10 pics but need artist/ album?)

8.30 - 8.45 round 4 History 10pts

8.45 - 9.00 round 5 General Knowledge 10pts

Joker can be played on any 10 question round!

£2 p/p

Or £10 per team of 6 (maximum no of participants)

Aim to get 10 teams = £100 or if we charge £3p/p or £15 per team = £150

Bring a bottle

Soft drinks and nibbles available for:

Cans 70p

Water 50p

Crisps £1.50 p/bag

Popcorn £1.50 p/bag

Chocolate share bag £1.50

Sweets share bag £1.50

Drink: BYO

Action: JP to continue organising Quiz Night

Discussion

Book Fair

TK Lead

TK had a meeting with S Kenyon on Friday 15th September. Discussed what she been given by Scholastic. Year 6 Pupils to design the bunting for decoration.

ACTION: TK to look at Book Fair Materials

TK to create promotional materials for book fair

TK to organise materials to go home in book bags

TK to arrange volunteer to help out on the night

Xmas4Schools

TK Lead

TK has discussed Xmas4Schools with JW. TK asked if the pupils could spend part of the last day of this half term to draw their pictures. JW preferred that we send it home with the pupils instead. The boxes have arrived.

ACTION: TK to look at the materials that have been sent.

Ladies Night

JK Lead

JK emailed Filling Factory and they responded that the date and time was available but hasn't been back to confirm the details.

ACTION: JK to organise event with the Filling Factory. Date, times & entertainment.

ACTION: JK to contact companies for involvement

e.g. Stella and Dot

Tropics

Forever

Avon

Boutique?

Children in Need Sponsored Bounce

TK Lead/JK lead on the day

TK been in touch with SJ Enterprises about the bouncy castles. They can provide a bouncy castle for each site on the 17th November. Bouncy castles are not manned.

TK mentioned that she wouldn't be here on the day.

ACTION: TK to email SJ closer to the time.

TK to discuss the details with JW closer to the time.

Discussion

Christmas Fair

All Lead

Facebook Poll unanimously voted for a Saturday rather than mid-week.

Christmas Fair in the diary for Saturday 2nd December. A parent asked if we could ask Santa to give books instead of selection boxes.

Christmas Fair to be discussed at the next meeting.

Meeting Finished at 2.50pm
