

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

Committee

07/11/18 8.00pm | Meeting called by Tracy King

Committee members

Tracy King (Chair) | Anna Hills (Treasurer) | Jo Pollard (Events Manager) | Sarah Riggott (Vice Chair) | Helena Royston (Secretary) | Liza Shaw (secretary)

Apologies - Julia King (Fundraising Manager) Katie Day (member)

Minutes from previous meeting

Minutes from the previous meeting agreed

Update: Book fair monies now in. Rewards balance stands at £1054.43

New members welcome and reflection on the AGM

It was agreed that the AGM was a success as three new members have all joined the committee. KD, HR and LS all received a very warm welcome from the committee and HR and LS were handed the policies to read through, sign and return to TK.

- TK to write a reflection of AGM to send to parents.
- SR to write a trustee report.
- AH to prepare accounts for auditing
- HR is to ask her husband Allan Royston to audit the finances.

Funding

The PFA are hoping to provide funding for the following projects:

- Daily Mile Track- TK received a quote for £16.5k but had received a range of quotes from £22,230. Astro turf was the cheapest option. The committee discussed whether tarmac might be an option. TK to continue sourcing quotes.
- Playground equipment- Playground equipment is currently on hold whilst the committee investigates prices. Quotes range from £40k for a full set of equipment to £5k for a small area plus flooring.
- Playground markings-
- Worship area- TK showed the committee the plans for the worship area and discussed speaking to Mr Ford to enlist help for funding.
- Bike shelter- Currently on hold whilst school amends defects to playground.
- Football kits- TK to chase Mr Glayzer for more info.

Events

Xmas4schools

Orders ready to go

Competition winners were chosen for the front cover and Christmas card competition.

Unfortunately the winner had no name for the front cover. Hopefully the parent/guardian will come forward when the booklet is printed.

Christmas card winners were:

Matilda Baldry 3W

Sebastian Day R

Keira Denwood

Sienna Sheridan

Fashion show 15th November

Tickets sold so far **14**

- TK – 3
- JP- 6
- LS – 5

Raffle prizes:

- Spray tan
- Soap and glory set
- Wine/bottle of fizz
- Cath Kidson colouring
- Bath hamper
- Mini wine and glass set

Nibbles:

- Retro sweets
- Cupcakes
- Pringles/nuts
- Potato pie/curry/chilli – tbc

Jobs:

- Waitress – JK
- Raffle – JP
- Refreshments – AH/SR

Christmas fair 1st December

Small society lottery: annual fee paid

Chorley's angels – booked

Christmas programme:

Layout – Front cover – competition winner chosen

Advert – Cappuccino full page inside cover
 Welcome – Mrs Wright and TK
 Competition entries – single page
 Map and programme – in middle
 Raffle prizes & sponsorship –
 AGM roundup -
 Daily mile sponsor advert –
 Football shirt sponsor –
 4 pages for adverts -
 Back page advert – Lean and Green

The committee discussed whether to have a 16 or 8 page booklet. Ideas were suggested of new businesses to try such as Talking Turtle, Little Explorers, Encore, Cheeky Monkeys, Sea View, Redrose, Keenans, Guys Thatched Hamlet, La Corte.

- TK to chase Rose and Crown and new leads.
- SR to chase DL.
- LS to chase La Corte.
- JP to chase Nu:uniforms for invoice for hoodies minus advertising.

Advertising:

Gemma Lees children's author	Gemma Lees	1/2 page	£45
AM-PM Academy	Andrea Morrison	1/4 page	£27
The Flying Pig Pizza Co	Martin	1/4 page	£30
Lean and Green	Stephen	Full page	£80
SJL Plumbing	Stuart Longworth	Full page	£80
The Hub	Mick	Full page	£80
TOTAL ADVERTISING REVENUE			£342

Raffle prizes:

- iPad
- Overnight stay for 2 at the Renaissance Manchester City Centre Hotel with Breakfast in Cast Iron Bar and Grill
- Glamorous Glamping voucher (£125)
- Tesco Hamper (Buckshaw) & possibly Chorley
- £50 Matalan voucher
- Dominoes Pizza
- Buckshaw Vamp Family Pass to Sleeping Beauty
- Spray tan

- Tiny Rockers Pass
- SofiaRyan hatbox and soy candle from LS

Starbucks to be chased by TK for raffle prize.
TK to sort raffle tickets.

Stalls:

- Bottle / choc / toiletries tombolas
- Christmas Stall: Jo
- Face painting
- Nail Art
- Hair Braiding
- Balloons
- Santa Paws: Make your own stocking.
- Craft Stall

Games

- Bauble bobbing – in flexitub with water in
- Choco cards
- Pick a prize emoji
- Santa Paws game
- Mince Pie Madness
- Olaf in one

Stall holders:

- Sofia Ryan
- AM-PM Academy
- Bodyshop
- Gymworks
- Photo Lady

Refreshments

BBQ – to be held at the front by reception

Hot Dogs	£ 1.50
Burgers	£ 2.50
Tea	£ 1.00
Coffee	£ 1.00
Hot Chocolate	£ 1.50
Cans of pop	£ 0.70
Fruit Shoot	£ 0.50
Water	£ 0.50
Cake and Bake Stall	50p cup cakes £1 large cakes

Santa

Grotto:

Stuart to be asked about santa (arrival on bike)
reindeers

Welly bobs to be asked about

Jo's mum to be asked about Mama Claus

Santa Letters

Name the Reindeer

Elf your Selfie

Requirements/Decorations: Jo and Tracy

Ponies -TK to ask about ponies from Winter sparkle

Bouncy castle – it was decided that the bouncy castle would not come inside this year. The company is to be contacted to inform them that it will be outside if the weather is good or not at all if the weather is bad.

Inflatable santa's grotto discussed and decided by the committee that it was too expensive.

Helpers – Letters went home and 43 year 6 helpers replied

AOB

Discussion about movie licence and how to make the proposed movie night workable within the confines of the licence.

HR to ask Kath Turner how Euxton PTA do their movie night.

Next Meeting: Tuesday 13th November sub committee meeting in The Hub 9.15am