

## Park Grove PTA Meeting

Wednesday 14th October 2015. 7pm at the Gillygate Pub

Attendees : Jon Cotton, Mark Allison, Alison Smailes-Phillips, Janet Jacobi, Vicky Hearson

### **1. Apologies**

Jo Sawyer, Siona Mackelworth and Becky Romaniak

### **2. Minutes from the last three meetings**

These were all checked and approved with the following amendments to be made:

30th March 2015 Minutes section 4.3.- Add £132.25 (Valentine cake stall) and £139.61 (Easter Cake stall)

16th September 2015 Minutes

Change the date from 2014 to 2015

In section 5 state that it is £600 for the EYFS/KS1 theatre trip and £600 to be available for KS2 for an event (they are currently working on this event and will confirm this soon)

We all agreed unanimously that with the above changes, these minutes are all tabled, agreed as true and accurate and can be all signed off.

### **3. Spending Plans and Suggestions**

Vicky Hearson asked if the PTA could donate £300 for ingredients to be used for a planned cooking week in November which the whole school will take part in. We agreed that this is a great whole school activity and this was a good idea. Vicky Hearson said she would ensure the PTA is mentioned in the letter to parents/carers as once again it shows how the money raised can benefit every child.

### **4. Forthcoming events**

Halloween Disco - 16th October 2015

Check and restock the alcohol ready for the event  
Go shopping for food

MA  
MA/ASP

100 Hotdogs  
8 large Pizzas  
Ketchup  
Baps  
Icepops

Prizes for best dressed/best dancer and sweets to give out to children  
Silly string and spiders web

Liaise with the kitchen about using it

ASP

Beauty Bar - Ask year 6's for help	VH
Ticket sales every night after school	MA/JJ/ASP
Promotion/volunteer requests - Face Book/Blogs and Emails	JJ
Lighting - Check with Richard (ASP) and check what is there	JC/ASP
Power point - spooky slide show	ASP
Song Play list	JC
Email Jon any Pictures and song ideas	All

### Halloween Cake stall

21st October. This should all work as per the usual clockwork thanks to the help of the 'Cake team' (Helen Lavers, Suzi Furey and Jane Leach). Any unsold cakes can then be sold at the parent's evening.

Advertise it on FB/the BLOG and by Email	JJ
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Liaise with the Cake Team	JJ/ASP
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### Christmas Fair - The Magic Of Christmas - Friday 4th December

Wonder Phil is all confirmed and will do three 30 min shows in the gym. We discussed the possibility about extending the fair by 30 mins so that the three shows will sit comfortably and if the children can also sing. We all agreed this would be fine.

Vicky had the idea that perhaps 2 staff could man each show which would give adults 30 minutes to shop

We discussed the possibility of having stalls with lower priced items which allows people to make smaller purchases. E.g. Pocket Money Stall, Geo Rocks again? Stalls selling tree decorations/trinkets e.g. items like at Blossom and Walker

MA confirmed about 2 enquiries which had recently come through for stalls. We all agreed that if children are at the magic show then the adults would like a selection of stalls to look around and so perhaps to increase stalls from the suggested amount of 6/7 from the last meeting to a good selection e.g. 12 plus like last year

Siona identified at the last meeting that there was a lot of extra work involved with managing stall holders as well as the normal Fair management. We agreed that the work load could be spread out if we are to have a selection of stalls again . JJ said she would happily oversee the booking of /set up and management of stalls if it would help??

We suggested £12 per table (so two tables = £24 etc) and a prize for the raffle  
There are still some unclaimed raffle prizes which we could roll over

## Actions

Advertise outstanding raffle prizes to be claimed	ASP/SM
Liaise with Wonder Phil about details	JJ
Agree on the timings for the Christmas Fair: 5pm - 7.30??	All
What time was it last year?	
Approach possible stall holders:	
Blossom and Walker	JC
Me and Mrs Fisher/Market it to parents	JJ
Stall Finder	JJ
Liaise and confirm back to the enquirers this week	MA
Pocket Money stall	JJ/ASP
Ask staff if they will manage the magic shows	VH
Organise the children to sing Christmas songs sing on the night	VH
Liaise with Santa about coming to the fair	VH

## **Bags2School**

JJ has provisionally booked Wed 9th Dec (it was the only date available) and asked if everyone was ok with this (which was agreed). She explained that we would probably have a shorter window for bags to be returned and store them in the cupboard. For the fair, we would have to take any out and put them in the board room.

## Actions:

Advertising and distribution of bags (JJ has all the emails and posters saved ready to send out)	JJ
Take bags up to the cupboard as and when	All
Book the boardroom for 4th Dec	SM?
Bring any bags back down again on the 9th Dec	All

## **Speed Quiz**

We were all agreed that this would be brilliant if Alan Leach would be willing to do another one

## Actions

Liaise with Alan about the same again in March time (ish)	ASP
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## Grovestock

JC has spoken to Sophie at the Jam factory and they are very enthusiastic about this event. MA has scoped the licensing details and all looks quite simple to sort. We agreed that we need to sort regular meetings to get this off the ground .  
Next Meeting: Wednesday 18th November, So far, extremely exciting and doable!!

### Actions:

Invite Sophie form the Jam Factory to attend this meeting	JC
Book the pub again	JJ