

## **Manor Church of England Infant School PTFA Meeting**

### **Minutes of Committee Meeting held on 24<sup>th</sup> of March 2017 at Manor Church Of England Infant School**

#### **Present Committee Officers:**

*Chair*

Nicola Fleming

*Secretary*

Karen Anderson

#### **Present Committee Members:**

**Present Staff Members:** Mrs Hale, Mrs Welling

#### **1. Summer Fayre**

This year's fayre will be on Saturday the 10<sup>th</sup> of June from 12-4pm. It is hoped that by moving the fayre to a Saturday, we can hold a bigger event which will be well supported by the local community and will also enable more family and friends to attend and help.

Pre-school are happy with the suggestion that they run their own stalls at this year's fayre and that they keep the profits that they raise from them. Preschool have access to a set of stocks and are likely to want volunteers to go in and have wet sponges thrown at them. Preschool are also investigating the possibility of having a local business sponsor the event.

Profits made from the refreshments, raffle and bouncy castle will be shared equally between the school and the pre-school. Nicola is costing up various bouncy castle options, including Bounce Department for a larger selection of inflatables that the children can pay to use for a longer period of time. **NF**

It is important that we act quickly to enlist helpers for the day so that we can determine how many stalls we can organise. A letter will be sent to parents and a flip chart will be raised so that people can volunteer to help on the day. **NF**

Bunting needs to go up outside the school early to advertise and make local residents aware of the date of the fayre. **MH/NF** The fayre will also be advertised on Facebook and in the Herald and other local papers. **NF** Flyers will be delivered to local residents. **All**

A table top sale will take place in the main hall with 10 stalls available at £5 a table.

Arena event suggestions included Year 2 Maypole dancing, Sensei Dave, Taekwondo Tigers and cheerleading.

Raffle prizes need to be requested from larger businesses, Marwell, Paultons Park, etc now because they require more notice to organise a prize. **NF/pre-school**

#### **2. Easter**

Drinks and biscuits will be served to parents before the Easter Service on the 6<sup>th</sup> of April. An Easter Egg hunt will follow, with cakes provided by Red Class being sold after the hunt.

There will be an Easter hat parade held in school on the 7<sup>th</sup> of April, with prizes given to the winner in each class. Chocolate lollies have been purchased for all entrants, with soft toys for the winner.

#### **3. Next Meeting:**

The next meeting is scheduled for Friday the 7<sup>th</sup> of April at 2pm. The main discussion point for this meeting will be the Summer Fayre.