

PTA Meeting Minutes – 22nd May 2018

Present: Claire, Kelly

Apologies: Mel, Marie, Jody, Naomi

SPORTS DAY & SUMMER FAYRE 15th June 2018

All helpers/volunteers to be confirmed by Claire

Helpers to set up:

Lucy Francis, Mel, Graham, Claire H, Alexandra, Mark Bowen, Gina, Jody

Helpers to clear up:

Belinda to ask for help to tidy up at the end of the raffle

Need to get:

- PA System
- Temporary event notice from Torridge Council to sell alcohol (Paid £21.27 last year)
- Floats (Claire to give list to Jody)
- BBQ and bunting from Lucy Francis
- Urn from Alexandra
- Flip chart from school to pin the vouchers for the raffle on
- School bins to place around fayre for rubbish

Need to buy:

- Brigit – 40 burgers, 40 sausages, 1 tub clotted cream
- Sainsburys – baps and rolls
- Lidl – cucumber, mint, strawberries (for stall), lemonade, vegetarian sausages, Jam, 8 pints milk, sweets (for tombola), ice cream, ice lollies
- Bookers – butter, sliced cheese, frozen onions, containers for strawberries, Pimm's, 24 bottles flavoured water, 12 cans cider (Magners or Thatcher's), 18 bottles ale (Doom Bar, Jail Ale, Spit fire), Watermelon, napkins, coffee cups, plates, cutlery, raffle tickets

Donations needed:

- Wine (for water and wine stall)
- Sweets (for sweet tombola)
- Cakes (for refreshments stall)

Stalls and helpers/volunteers to man them:

- BBQ – Sam Percival, Andy Clarke and Steve Gater-Willits
- Refreshments (cakes and strawberries and cream) – Alex and Mark Bowen during nursery races. Gina, Keren and 1 other during other years races
- Bar – Marie and Jody (Alcohol and flavoured water). Recycling bin to be provided on this stall
- Ice cream (ice cream, lollies and watermelon) Alex to cut up the watermelon
- Face Painting – Shelley and Mrs Tudge
- Sweet Tobola – Jemima Heal
- Water and Wine – Sharon Spratley
- Uniform (to be placed next to water and wine stall) – Sharon Spratley
- Raffle – Tickets to be sent home with children. Belinda Howells to sell on day and call out on PA system
- Other game stalls – Each class to run 2 games stalls each. Games to be decided by classes
- Wristband stall – Lucy Francis

Other entertainment/food options:

- Bouncy castle – Mel and Graham
- Music – Amber Handley and Rhea
- Pizza Buona – arriving 12 noon to set up
- Pony rides – Claire has asked pony club to provide