**Fryern PTA Christmas Meeting Minutes**

Location: White Horse, Otterbourne

Date: 28 October 21

Time: 7.30pm

Chaired by: Sam Varney

Attendees: Emma Llewellyn, Sarah Jarvis, Jo Milner, Leah Constable, Jayne Spencer

**Agenda**

1: Christmas Fayre 28th Oct 2021

* Stalls for PTA to run
* Stall holders interested
* Grotto gifts
* Elfridges at Fayre
* Elfridges gifts
* How many volunteers needed
* Mrs Jones stall
* Mrs Herrick stall
* People who like to always do a particular stall
* Food and drink/ what can PTA easily run or get outside caterers
* What needs to be made (reindeer poo/food, hot choc cones)
* Need a venue to make hot choc cones, reindeer poo, reindeer food
* More dates for meetings
* Banner and posters
* Digital leaflet for parentmail

2: Christmas Raffle

* Raffle prizes
* Raffle tickets due date
* Get school to print letter
* Volunteers to stuff letters
* Where to get letter printed
* List of other prizes for raffle on news

3: Christmas trees

* Prices
* Discount for school parents
* Leaflets, posters
* Delivery, how many can be done in 1 day?

4: Christmas trail

* School really wants this to happen
* How raise money with this
* Prize for entry draw prize
* Christmas shape to use
* Need 17 volunteers to display pictures
* How many of last years boards do we have to re-use in container or still at peoples house (including mine)

**Minutes**

**Stalls for PTA to run:**

* Santa’s Grotto – Julie Jones likes to decorate it
* Need to check with school how many children they want to see Santa at one time
* Charge £3.50
* Male and female gifts + older and younger gifts - stickers to determine age/gender in lockup?
* Jo Milner to speak to Mr Lee and see if he wants to be an elf for the Grotto
* Sam to get in touch with Jess and see if she would also be an elf too.
* Check Santa costume and ensure its ok.
* Baker Ross potentially for gifts but also as Emma and Sam have looked at already. The Works for books at 10 for £10.

**Secret Present Room/Elfridges:**

* Times: 11am to 1pm and 1pm to 2.30pm
* Two people to man it in intervals.
* Need to purchase gifts for: male/female and also Leah advised there are lots of pet bandanas which are predominantly dog related in the lockup.
* Gifts to be ranging between £1 and £5 – labelled
* Gift bags need to be purchased and have a label ready to be stuck on (possibly some in lockup)

**Rainbow Tombola**

* Children’s classes to be colour coded
* Each child in payment for non-uniform day need to bring an item for the tombola that they would like to win – of the colour their class has been allocated.
* Each colour allocated needs to have a box in their colour ready for the items to be put in.
* Times: 11am to 1pm and 1pm to 2.30pm
* Two people to man it in intervals.

**Mucky Dip**:

* Year 6 volunteers to run
* Times: 11am to 1pm and 1pm to 2.30pm
* Emma to bring Orb’s
* Need to get a big box to put Orbs and gifts in
* Gifts to include individually wrapped: Punch balloons, novelty pens, candy canes, gold coins.
* Someone to wrap all the gifts but also need to be in cellophane due to texture and wetness of orbs
* 50p per go

**Alan the Snowman**

* Chuck a bean bag at his 3 buttonholes
* If you get all 3 in, you win 3 gold coins
* If you lose you get a bag of Haribo
* 50p per go
* Year 6 volunteers to run
* Times to be open are 11am to 1pm and 1pm to 2.30pm

**Lucky Lid:**

* Milk bottle tops – all colours – heaps in a box X amount in Gold.
* Winners wins a lindt gold santa or equivalent
* If you lose you get a gold coin
* 50p go
* Year 6 volunteers to run
* Times to be open are 11am to 1pm and 1pm to 2.30pm
* Sam is going to do a rally round and get people to save bottle lids

**Tinsel Pull**

* 5 strands of long tinsel and 5 strands of short tinsel
* If you pull out a long bit you win a small selection box
* If you lose you get a gold coin
* £1 per go
* X2 volunteers to run in two sittings
* Times to be open are 11am to 1pm and 1pm to 2.30pm

**Knock Santa down the chimney**

* Times to be open are 11am to 1pm and 1pm to 2.30pm

**Decorate a Donut**

* Get in touch with Krispy Crème early and arrange for X number of donuts to be ordered.
* Emma said she could get £6 for 6.
* Charging £1.50 per donut
* Need to get donut decorating bits – sprinkles, sauces etc
* Need to contact Dominos for the ‘side dish’ boxes for the children to take them away with them
* Two volunteers to run in intervals
* Times to be open are 11am to 1pm and 1pm to 2.30pm

**Fairy Grotto**

* Some stuff is still in the lockup
* Need to order the tiny jars for children to fill
* Leah suggested going to the scrap store for bits to fill the jars with
* In previous year Kelly Griffiths dressed up and manned this stall in full fancy dress
* Leah to ask Kelly if she wants to do it again.
* Label all the jars with contents of slime e.g. toads bogeys or slug slime etc.
* Charging £1 per jar
* Was really popular in previous years

**Decorate your own plate**

* Need to buy plates from Ikea
* We are charging £3 per plate
* Need to get the pens which can be used on plates and go into the oven.
* Leah is going to check how much the plates are when she goes to Ikea
* Need to contact another Domino’s pizza and ask them to donate the bigger pizza boxes for the children to safely take their plates away in
* Two volunteers to run in intervals
* Times to be open are 11am to 1pm and 1pm to 2.30pm

**Hoopla**

* £1 per 3 hoops
* Gifts to win e.g. mars bar, candy cain, stack of gold coins etc.
* Need to have 3 lots of feet to ensure infants feet guide are closest, children middle and adults furthest away

**Water to Wine**

* 80 duff wine bottles filled with water
* 20 with wine
* Charge £2 per go
* Use some of the bottles that will be donated from the Rainbow tombola
* Speak to Co Op and see if they will donate a few bottles, Waitrose, Asda et

**Christmas Colouring Competition**

* Printed picture for children to colour
* 17 larger selection boxes for winners
* 17 smaller selection boxes for runners up
* £1 per entry

**Hunt the Elf**

* Using Jane’s design from before – 10 elves to find throughout the fair which are laminated elves which will be at random stalls around the fair.
* Free of charge

**Christmas Tree’s**

* Agreed prices in line with Hiltingbury:
	+ 5-6ft tree: £23.50
	+ 6-7ft tree: £30
	+ 7-8ft tree: £35
	+ 8-10ft tree: £40
* We will be keeping them at the early bird discounted rate throughout the entire sale period.

**AOB**

* Need to ask school to post out to year 6 parents asking if they would be happy for their child to help at a stand between 11am and 1pm and 1pm to 3pm.
* Sarah going to get in touch with the Print room for prices to print the following:
	+ X17 A3 posters advertising the trail for each classroom
	+ X25 A4 posters adverting the trail for places like Postoffice, Costa, Fish and Chip bar etc.
* Leaflet also needs to go out on parent mail for both the fair and also the trail
* Sarah to arrange a burger/hot drink stand with external supplier
* Need to buy:
	+ Gold coins in bulk
	+ Gifts for Elfridges/Secret present room (Between £1-£5)
	+ Mucky dip (minimal costing)
	+ Plates from Ikea
	+ Pens for plates
	+ Krispy Crème Donuts
	+ Haribo mini packs in bulk
	+ Gold Lindt Santa’s
	+ Tinsel
	+ Random ingredients for Fairy Grotto
* Sarah to get in touch with the King Rufas about booking some space there to hold next meeting on Tuesday 9th of November.