**Richard Crosse PTA Meeting 21/5/19**

**Minutes**

**Present : Louise McGuffie, Amanda Taylor, Jo Forker, Simon Ward, Kirsten Harbour**

**Apologies: Marcella Henley, Nicola Jarett, Emma Whiting, Lee Gwinett, Tracey Gwinett**

Agenda Items discussed -

Summer Fayre

Kings Bromley Show

Sports Day

Summer Fayre

We are hoping to hold the Summer Fayre on the Show Field. Kirsten didn’t think this would be a problem but Zoe need to confirm with Judith. Kirsten confirmed there is power to the field and they would be happy for us to use this.

We would like to invite as many external stalls as possible and will promote this via FB, Planner, Mutterings as soon as we have confirmation of venue.

Other entertainment

Tractor

Police Car

Bouncy Castle

Steam Engines

Miniture Landrover Rides

Gin Bar / General Bar

Nail Painting

FacePainting

Tuck Shop

BBQ

Ballloons

Tombola – class 1 chocolate / sweets class 2&3 general tobola / class 4 &5 bottles

Games – hook a duck / welly wanging / soak the teacher / beat the goalie / tin can shoot out coconut shire (if we are doing for show anyway costs spread)

Tea/ Coffee / Cakes (donations required for 5th July)

Strawberries and cream

Raffle / Raffle tickets

Slime making / T shirt Printing

We need to agree non uniform days dates in exchange for tombola items

Sports Day

Agreed we will do bacon and sausage baps – cater for 20 of each as we don’t really know numbers, we will do teas and coffees – this will be strictly 8.30-9.30 on the cricket field and then strawberries and cream and bottles of water for sale from 9.30am

Kings Bromley Show

Kirsten provided Simon with a detailed plan of the show field for show day including our location. Simon and Martin are planning for this event and will update after half term. We need to know exact plans, equipment we need to purchase, requests from school i.e. old toys

Next meeting 8.30am in school on 14th June.

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| **Action** | **Actioned By** | **Completion Date** | **Open / Closed** |
| **To contact Judith to agree use of show field for Summer Fayre 5th July** | **ZB** | **22/5/19** |  |
| **Contact External Stall Holders** | **LM / JF** | **24/5/19** |  |
| **Confirm use of tractor** | **LM** | **24/5/19** |  |
| **Arrange visit of Police car** | **MS** | **14/6/19** |  |
| **Contact Bouncy Castle** | **LM** | **24/5/19** |  |
| **Bar** | **JF** | **14/6/19** |  |
| **Nail Painting volunteers** | **AT** | **14/6/19** |  |
| **Face Painting volunteers** | **AT** | **14/6/19** |  |
| **Raffle Tickets** | **JF** | **14/6/19** |  |
| **Tombola – ask the couple from the village** | **JF** | **14/6/19** |  |
| **Raffle Prizes** | **ALL** | **14/6/19** |  |
| **Non uniform days to be agreed with office** | **LM** | **24/5/19** |  |
| **Speak to coop re supplying bacon sausage and rolls for sports day** | **SW** | **14/6/19** |  |
| **Collect Water from Crystaline** | **LM / JF** | **24/6/19** |  |
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**Actions from previous meeting to be revisited.**

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| **Action** | **Actioned By** | **Completion Date** | **Open / Closed** |
| **LAG Rep – does this need to be a PTA committee member or can Marcella continue and feed back to PTA.** | **MH** | **Next meeting** |  |
| **LAG – when are meetings held** | **MH** | **Next meeting** |  |
| **Worth Brothers – dates** | **LM** | **Next Meeting** |  |
| **Worth Brothers – detail on FB asking for anyone interested to let us know** | **EW** | **Next Meeting** |  |
| **Coin Trail – raise again for discussion at Meeting in May** | **LM** | **May Meeting** |  |
| **Cycle – ask those who suggested to put together more info about how it would work to present at PTA meeting in June / July with a view to doing it in September** | **LM** | **Next meeting and then June / July meeting** |  |
| **Talent Show – to be added to agenda for May meeting** | **LM** | **Next Meeting (May)** |  |
| **Meeting times Poll on facebook – feedback to be discussed with core PTA group and following this the next meeting will be agreed.** | **EW** | **WC 8/4/19** |  |
| **PTA Budget** | **AT** | **Ongoing but initial update – May meeting** |  |
| **Next meeting date TBA following FB poll** | **LM/EW/AT** | **12/4/19** |  |