

**St Peter's Catholic Primary School
PFA**

Minutes of Meeting Date 11.11.2019

PRESENT	APOLOGIES	ABSENT
Carol Baron Ria Whitehead Debbie O'Kane Ali Sparey Christine Crowley Alex Evans Chrissy Toye	Kylie Cardazo Zarah Famy Chris Forrest Sarah Green Claire Le-Bon Francis	Katie Johnson

AGENDA

1. Dates for Future Events
2. Gloucester Rugby Shirt Raffle
3. Christmas Fayre
4. AOB

ITEM

1	<p>Future Events</p> <p>The following dates and PFA events were agreed:</p> <p><u>School Discos</u></p> <ul style="list-style-type: none"> • Friday 7th February 2020 • Friday 1st May 2020 <p><u>Year 6 Leavers Celebration</u></p> <ul style="list-style-type: none"> • Friday 3rd July 2020 <p><u>Summer Fun Day</u></p> <ul style="list-style-type: none"> • Saturday 27th June <p>It was agreed to hold the event in two stages as per a previous successful fayre. The main stalls and activities between 3-5pm and then 5-7pm for music and entertainment.</p> <p><u>School Events that require PFA help</u></p> <ul style="list-style-type: none"> • Carol Concert Monday 16th December– 5.30pm start to set up refreshments – everyone present at the meeting were willing to help.
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	<ul style="list-style-type: none"> • Nativity Thursday 12th December 2pm > Volunteers: RW, DO (to check) • Nativity Thursday 12th December 5.30pm for 6pm start > Volunteers: Required • Parents Evening 12th & 13th February 3.30-6pm > Volunteers: Required • Sports Day 10th July – it was agreed that the PFA would not provide the refreshments as the demand is not great and it gives PFA parents more time to watch their children. • Book Fair – w/c 25th November RW can help every day, CT 25th, CC 28th. <p><u>Guinness Book of Records</u></p> <p>RW would like the School to break the record for the number of people disco dancing, the Guinness book of records need 12 weeks' notice for this event. It was agreed this could take place on Friday 14th February at 9am, parents will be invited to attend and playgroup. Current World Record is 359 people.</p>
	<p>ACTIONS:</p> <p>All members who couldn't attend this meeting to e-mail/message if they can help with any of the remaining events for 2019.</p> <p>RW to contact the Guinness Book of Records</p> <p>RW to book all discos</p>
2	<p>Gloucester Rugby Shirt Raffle</p> <p>It was agreed that this raffle would take place at the Christmas Fayre.</p>
	<p>ACTIONS:</p> <p>CB/AS will find out if any of the rugby playing families in the school would be willing to sell any raffle tickets.</p>
3.	<p>Christmas Fayre</p> <p>RW confirmed that BJ can order the turkeys for us and she also offered to cook the food on the day of the Fayre.</p> <p>Santa's Grotto is booked, LH is Santa again and EH and GM will also be helping in the Grotto. The Christmas movie will be played again whilst the children are waiting.</p> <p>It was agreed that selection boxes will be given again, RW will speak to LJ about her contact at B&M who generously provided us with some boxes last year. Book Bugs in Mitcheldean was mentioned as a possible further gift for the grotto. In keeping with the schools eco ethos no more plastic toys will be given out in the grotto.</p> <p>The price will remain £3.50 for the selection box plus addition gift of a book.</p> <p>Craft Stall – this will take place again.</p> <p><u>International Food Market</u></p> <p>RW had spoken to one of the Philippino families in the school who said that would be happy to help provide some food for the fayre. AS will ask the Indian families. RW to ask AM.</p> <p>It was agreed that we would sell hot chocolates again and suggested that this year there could also be Bailey's hot chocolate subject to gaining a temporary alcohol license. We might also include Irish coffees.</p> <p><u>Stalls</u></p>

	<p>CC will send the breakdown of profit from last year's fayre to see which stalls were the most profitable. The number of stalls will depend on the number of helpers we get.</p> <p>There will be two wrapping rooms, one for the children and one for people who would like gifts bought from the fayre wrapped up.</p> <p><u>Non Uniform Day</u></p> <p>This will take place on Friday 6th December. CB can release staff to assist with sorting donation if the PFA don't have many helpers.</p>
	<p>ACTIONS:</p> <p>RW – to order turkey rolls through BJ</p> <p>RW – to contact LJ re. Selection boxes</p> <p>CB – to check the sound on the sound bar for the movie</p> <p>DO – to look into Alcohol licence</p> <p>RW – to ask AM regarding Polish food</p> <p>DO – To check if Warbutons will provide the rolls again</p>
5.	AOB
	<p>ACTIONS:</p> <p>DO to e-mail Committee asking for help for the Book Fair.</p>
	<p>Everyone to inform Debbie of any agenda items 2 weeks before the next meeting</p> <p>Date of next meeting – Monday 13th January 2020 7pm</p>

Future PFA Events:
<p>Saturday 7th December – Christmas Fayre</p> <p>Friday 7th February – School Disco</p> <p>Friday 3rd May – School Disco</p> <p>Friday 3rd July – Y6 Leavers Disco</p> <p>Saturday 27th June – Summer Fun Day</p>