

DRAFT MINUTES

Newton Poppleford Primary School PTFA

Date | time Monday 14th November 7:45pm | *Meeting called to order by* Tilli Beglin

In Attendance

Kim Davey, Rachel Bolt, Bob Tubbs, Tilli Beglin, Lisa Kavanagh, Emma Finch, Jan Stanley, Clare Saunders, Sarah Woodhams

Previous Minutes

The minutes of the Meeting on 31st October 2016 were agreed unanimously and signed.

Christmas Fayre – 26th November

The hamper collections are in full swing. Cellophane, ribbon and tissue have been bought by Clare. Wrapping will be on Monday 21 Nov in school library and Tuesday 22 Nov in school hall. Bob is to ask Mary about storing the hampers.

Stalls: Jane has offered to do facepainting. Santa has been contacted and all is sorted. Lisa will arrange transportation of marquee, and several have offered to help put it up. Bob to check about access to the pavilion on Fri and Sat. Bob&Helen to provide Xmas cake for food stall, Kilner jar and bring tea towels (sold at £3 each). Tilli to print posters, Bob to laminate. Keys £1. Reindeer food 50p - Sarah to make. Lisa to prepare marshmallow snowmen and bring tree for grotto. Bob to repaint and put up sign for Christmas Fayre, and do signs by main road. Tilli to do inventory of the shed. Unanimous agreement to spend up to £75 on materials for grotto which can be used in future years.

Tilli has organised parents to wrap the presents.

Funding requests from school

Request of £60 for coach to take Reception to Bicton (not cake sale money). All those without children in Reception voted, and agreed unanimously to pay this. Year 2 have had a similar contribution for their Golden Hind trip. It was requested that all teachers are informed that Reception and Year 2 have received money for travel, and that other year groups can apply for similar contributions.

Sign-off of minutes (including any corrections)

Signed by:

Date:

Date of next meeting: 16th January 2017 at 19:45 in the Cannon Inn
