

PTA

Minutes

6 October 2021

Chair: Andrew Chambers
 Treasurer: Charlotte Bucknall
 Community Engagement: Nic Pearce,
 Nicola Chambers
 Social Media: Laura Brough
pta@yanwath.cumbria.sch.uk

Present:

Cate Floyd (CF)	Andrew Chambers (AC)	Nicola Chambers (NC)	Nic Pearce (NP)	Lucy Barnett (LBa)
Laura Brough (LB)	Charlotte Harrison (CH)	Zoë Hallington (ZH)	Becci Forrester (BF)	Liisa Clarke (LC)

AGENDA: CHRISTMAS MARKET PLANNING MEETING	ACTION
TIME/DATE: The Christmas Market will take place on Friday 10 December from 2 pm to 5:30 pm. PTA will be able to start setting up stalls from 1:15 pm. Family can come from 2 pm; children can join them from 3 pm onwards. There'll be no charge for entering the market but there'll be a PTA donation box; stallholders will be encouraged to make additional donations to the PTA.	
ADVERTISING: MC has prepared a save-the-date poster and will share this so it can be put on Facebook (both Yanwath school page and PTA page) plus shared with the Whatsapp group from 2020 virtual Christmas Market.	MC / LB
FATHER CHRISTMAS: There is a Father Christmas suit but we may need to find a new person to fill it. CF to arrange.	CF
STALLS AVAILABLE TO BOOK: Stalls can be booked for £10 through the school office. MC will share a list of the stalls that are already booked (approx. 10), including what each stall will sell, to ensure a good mix of stall types. Around 7 stalls are still available but there's flexibility to accommodate more if needed. Stallholders will be invited to contribute a prize for the raffle: MC will contact those who have already booked; the school office will inform the rest. LB will send a message to people who have enquired about stalls, including stallholders from the 2020 virtual Christmas market, asking them to contact the school office if they want a stall for this year.	MC / LB
SCHOOL STALLS: There will be one stall per approx. three classes, organized by the teaching staff. Each class will make something to sell at the market: PTA usually provides £1 per child to cover materials; all money made from sales will go back to the PTA.	
PTA STALLS: <i>Pre-loved uniform:</i> NP can set up the stall but will need help to transport the clothes. <i>Tombola:</i> What type of tombola (e.g. bottles, mixed)? Adult vs children version? Use folded tickets in a bucket as done for previous tombolas or buy a tombola drum?	NP / ? CF / NP?

<p>CF to purchase tombola drum, which will be used by the school afterwards. It will be filled with plastic lids with numbers on (CF to coordinate). Children will be asked to bring in a bottle for the tombola or chocolate for the 'chocolate wrap' stall (see below) on a non-uniform day, to be held in November. If there are enough donations of alcohol, we can have an adults tombola and a children's tombola.</p> <p><i>Chocolate wrap:</i> Children pay £1 to pick a chocolate bar or box of chocolates from a tub (brought in on November non-uniform day) as a present for a friend / family member. Then CF/ZH will help them giftwrap it.</p> <p><i>Refreshments:</i> Tea and coffee, plus NC to make mulled apple (no mulled wine or other alcohol due to licencing and insurance liability). Cake donations will be requested for 9 December (better than mince pies as they're not very popular with children and cakes are better for fundraising).</p> <p><i>Guess the name of the reindeer:</i> LBa to organize a wooden reindeer.</p> <p><i>Other games:</i> NP has been given a selection of fête games. She'll share photos of them with the PTA so two or three can be picked for the Christmas Market; CF confirms that the games can be stored at school on behalf of the PTA after Christmas.</p> <p>CF will confirm whether staff can help out running the games stalls; house captains could also run the stalls for some of the time.</p>	<p>CF/ZH</p> <p>NC</p> <p>LBa</p> <p>NP / CF /all</p> <p>CF</p>
<p>RAFFLE: NP will contact local businesses to gather prizes for the raffle; CF to provide a letter on headed paper that can be adapted as needed. No set limit on the number of prizes (stallholders will also be invited to donate).</p> <p>The draw will take place at 5 pm on the day of the market.</p>	<p>NP / CF</p>
<p>ANIMALS: CF proposes organizing a reindeer/alpaca for the afternoon. CF to contact Zoobidoo to see if this is possible.</p>	<p>CF</p>
<p>DEADLINE: All arrangements should be finalized by 1 November.</p>	
<p>Any other business: Feedback sought on using Teams for PTA meetings: there's general agreement that Teams makes it easier to attend the meetings and that it would be good to continue to encourage more parents to get involved.</p> <p>Minutes produced by ZH, checked by AC.</p>	