

## Monthly Meeting Minutes

<b>PTA Meeting</b>	<b>Thursday 23/11/17</b>
<b>6pm</b>	<b>The Plough</b>

Paul Beverton	<b>PB</b>	
Karen Cordell	<b>KC</b>	
Maria Herilhy	<b>MH</b>	
Lee Pryor	<b>LP</b>	
Nick Fane	<b>NF</b>	
Melanie Dore	<b>MD</b>	
Emma Briggs	<b>EB</b>	
Vicki Stevenson	<b>VS</b>	
Simon Commons	<b>SC</b>	

<b>Item No</b>	<b>Decision/Action Captured</b>	<b>Owner</b>
<b>1.</b>	<b>Apologies</b> <b>Marisa Nixon</b> <b>Kate Goudy</b> <b>Dan Goudy</b>	<b>NA</b>
<b>2.</b>	<b>Christmas fair 2/12</b>  Top raffle prizes confirmed as Xbox 1 and purchased Maria to arrange meat hamper as prize Simon to arrange fruit and veg hamper Posters printed need to be distributed in village Print raffle tickets Collect raffle prizes from local businesses  6 Pop up shops need confirmation; Jacinta, Usborne, vintage Xmas, Charlotte Jamieson, Whiteway Centre Rita Fig £10 a table and a raffle prize <b>Confirmed</b>  Possible Santa and gifts for lucky dip  Food on day to be: bbq, cheesy chips, chilli, jacket potatoes, soup, real sausages Vicky and Simon to check long store for supplies and replenish as required Maria to supply burgers and mince Friday 1/12 Sweet cups to go out ASAP Tables from Dee on day Marquees	<b>NF</b> <b>MH</b> <b>SC</b> <b>MD</b> <b>MD</b> <b>MH</b>  <b>EB</b>  <b>MH / EB</b>  <b>ALL</b>  <b>VS / SC</b>  <b>MH</b> <b>EB</b> <b>NF / SC</b> <b>NF / SC</b>

	<p>Playground opening Tuesday 28th 2pm November PTA stall to offer refreshments tea coffee and publicity Cakes for event being made at cost by parent <b>Confirmed</b></p> <p>Christmas disco approved for the 12th Dec Safeguarding and event management to be arranged approach Papa Johns for possible event sponsorship Christmas crackers to be purchased for kids end of term school dinner</p>	<p><b>All</b> <b>EB / MD</b></p> <p><b>KC/ EB</b> <b>NF</b></p> <p><b>VS</b></p>
<b>4.</b>	<p><b>2018 events</b></p> <p>Quiz night - Friday 26th January Summer Fair - Saturday 7th July Summer Ball - TBC Firework Night - Thursday 1st November Provisionally booked</p>	<p><b>All</b> <b>All</b> <b>All</b> <b>NF</b></p>
<b>5.</b>	<p><b>Any Other Business</b></p> <p>Meat requirements for future events, lamb for kebabs. Burger patties etc</p> <p>More food options and variety</p> <p>SC to source vegetables, Jacket potatoes</p> <p>Kitchen oven training</p> <p>MD wants to back down as full time lead of the S.O.S campaign, volunteers required , request to be put in newsletter</p> <p>Design a Thank You card competition template to go in book bags</p> <p>The PTA website needs to be maintained, volunteer required</p> <p>Social media to be used more effectively e.g. twitter and Instagram accounts need to be set up and maintained</p>	<p><b>NF / MH</b></p> <p><b>ALL</b></p> <p><b>SC</b></p> <p><b>PB</b></p> <p><b>MD</b></p> <p><b>MD</b></p> <p><b>LP</b></p> <p><b>LP</b></p>
<b>6.</b>	<p><b>Date of next meeting</b></p> <p>TBC</p>	