

## PTFA Minutes 31.03.09

### Present:

Margaret Gill, Peter Dove, Bella Meaden, Paul Arrowsmith, Elinor Anderson, Helen Eaton, Andy Shirley.

### Apologies:

Pippa Moores, Andrea Hunt, Sarah Taylor, Bekky Avery, Alison Yr 1.

### AGENDA:

Summer Fete, AOB.

1. Discussion held regarding the transport issues at the school and a letter from Judith Billingham from Wilts County Council Highways Dept. Andy Shirley to write a letter to Mr Loftus regarding the views of PTFA.
2. Summer Fete.  
Proposed date of 11<sup>th</sup> July confirmed.  
To be held between 12:00 and 2:30pm  
Theme: Books (as all funds raised will be going to the Library)

### Event Programme:

12:00 - 12:15	Parade and opening of fete
12:15 - 13:00	Free time
13:00 – 13:45	Performance
13:45 – 14:15	Free time
14:15 – 14:30	Races and Tug-of-War
14:30	End

Parade of children (dressed in character) around the school grounds at the beginning.

Performance to be held by 10 – 12 acts (list the first 10 people to sign up)

Rules: Children can give a recital from their chosen book.

Play an instrument or sing a song linked to their book or chosen character.

30 seconds only, or no more than 10 lines. No winners, only a show, get a certificate/sweet for participating.

*Action: Ask Andrea and Charmaine if they are still keen to run the performance part of the fete.*

Mr Loftus has been asked if it is ok to approach Mansion House to ask if they would like to join St Pats fete.

Action: Sarah Taylor/Margaret Gill to follow up.

Action:

*Need to ask for representation from a teacher and from Mansion House for the next meeting.*

Programmes of the Event:

Helen offered to look into making the programmes and viability of selling adverts/ sponsorship.

Could sell programmes before the day,

Programmes could be numbered – linked to raffle prize ?

Cash prize raffle:

2,000 tickets to be printed. Paul to order.

Need to obtain a list (from school office?) of families with more than 2 children, so raffle tickets put into school bags are not replicated.

Need a licence from Wilts County Council. Paul to look into.

Publicity of raffle and fete:

Corsham French Market, stall has already been booked.

*Elinor to ask Miss Smith about possible Dancing Performance.*

Target local nurseries and play groups (prospective parents who may want to look around the school)

New Parents Talk (at St Pats)

Put poster on our school website.

Need an electrician – Elinor will ask Marie and Paul (Abbie Yr 5)

Stalls ideas were also discussed. Please refer to spreadsheet.

NB. Each class will run a stall, class reps responsible to get their own stall organised, AND set up on the day as necessary

3. AOB.

Discussion held regarding holding a summer function at the Officers Mess on Basil Hill. Dates on offer 13<sup>th</sup> or 20<sup>th</sup> June

3 Courses Sit-down Meal

Approx £ 40 per head and would need 60 people minimum

Action:

*Ask class reps for feedback and if there is interest in running this event.*