



HEADINGTON QUARRY PTA

PTA Minutes – 4th December 2015

1. Present

Fleur (co-chair), Kate (co-secretary), Linda, Kelly, Viktoria

2. Apologies

Marie, Gail, Debbie

3. Children in Need cake sale – 14th November

A massive thank you to everyone who baked and bought at the recent Children in Need cake sale. It raised a very impressive £353.31 – a cake sale record!

4. Christmas Fair

Debbie emailed an update as she wasn't able to attend - Craft bags are on order. She has made lid covers for the jam jar tombola which look great. Ros isn't available for face painting this year – we will need more helpers. Debbie is picking up the lollipop lotto stand and has lollies on order.

Marie was going to get coloured stickers for pricing the toys, books and dvds. We need to check if she's got them.

Wine & Water – we have plenty of empties, thanks to everyone who has brought them in. We are short of wine though so would appreciate donations.

Tea Towels – They have arrived and look great. We had pre-sold 194 and ordered 230 in total so have 36 to sell at the fair. They will be on the same table as the lollipop lotto.

Volunteers – setting up. We have enough volunteers the night before and before the fair. If anyone is free for a couple of hours on Friday 11th from 1pm, we will be pricing up toys, wrapping wine bottles etc in the new room. All helpers welcome.

Face painting – we need more volunteers. Linda will create a reminder note detailing what help is still needed across different stalls and stress that it is just small motifs that need to be drawn, not full faces unless parents are confident artists!

Refreshments – could do with a few more helpers. Kelly has samosas, pizzas on order but we will still need donations of food eg savoury items, biscuits and cakes to be brought on the day. Suggested using our reusable Ikea plates on the cake stall and paper plates for the other refreshments. Marie – do we have any spare from the ones you got for the craft bags? Kate to check what stock of kids drinks we already have and will buy more from Lidl as required. Viktoria very kindly offered to ask Café Nero to donate paper coffee cups, napkins and tea bags. A fantastic offer! Price list – Kelly has some left from previous years.

Private stalls – Su Woodward, Jill, Gail’s friend, Olek’s nanny and possibly Rachel will all have private stalls. These will be in the New Room as usual and some in reception if space is tight.

Gena has asked us to sell hi-vis jackets. Linda offered to sell these at the entrance desk.

Craft bags – Kate has the Christmas trees nearly finished. Marie was going to make Father Christmas masks, need to check if these are in hand? Gail and Michelle are due to make the clay decorations on Monday.

Toys, books & DVDs – more contributions needed. Kate to create a poster explaining the pricing / colour coding.

Santa’s Grotto – Father Christmas will be in attendance! Annie Arnold will decorate the grotto for us. Kelly will create the reindeer food, she had bought bird seed to use but it has peanuts in so cannot be used. Kate to buy some without peanuts in it. Kelly has sourced some ‘I’ve visited Santa’ stickers. We are OK for lucky dip prizes and have tattoos. Agreed a £1 admission fee, with everything included.

Trestle tables – we aren’t able to get them all from one place so will need to get some from Quarry Village Hall and some from Risinghurst. Kelly has offered to get the Risinghurst ones. Need a volunteer to get the ones from Quarry. Fleur to speak to Debbie to ask if she can pick them up. We need 6 or 7 from each venue on Friday.

Jam jar tombola – we have had a lot donated and they look great.

Poster – we need to put up some posters in Rainbow group and ensure the sign up board is placed at the Rainbow entrance to try and encourage parents to sign up to help.

Sally from Yellow Group has offered to dress up as Elsa from Frozen. She is sure to be very popular on the day!

Raffle tickets – these can be sold in advance of the fair. We should advise that they can be bought from the school office. If any parents can sell at pick up and drop off times, it would be much appreciated as not all parents will attend the actual fair.

Fleur will bring a Hoover on the day to help speed up the cleaning up process.

5. Any other business

None.

6. Date of next meeting

We will set the date of the next meeting in the New Year.