



Monday 23<sup>rd</sup> May 2022 at 7pm – School

**Present:**

Emma Jasper (chair)  
Gemma Stead (secretary)  
Wez Little (Treasurer)  
Katie Savage (school Head)  
Laura Jennison

**Apologies:**

Kirsty Ibbitson (Vice Chair)  
Jenny McVay (Social Media Officer)

- Welcome all and apologies noted
- Focus on Summer Fayre 15<sup>th</sup> July 2022.

There has been good feedback regarding the timing of the fayre this year 5-7.30pm.

Discussed David heling with the Fayre and if he could be there before, during and after. Katie agreed that if he can David can be paid for this

**Ice-cream van:**

Wez has now confirmed that Phil Kool will be attending. To attend at 5pm and will park near the school minibus. He will work out the takings on the night and make a suitable donation to PTFA.

**Action – to check that Phil will only sell ice-cream, lollies. Not to sell drinks. Wez**

**Bar:**

The bar will be placed under the overhang outside the school hall. The alcohol license is now sorted. Laura has confirmed that there are plenty of volunteers for the bar. Agreed plastic cups/glasses will need to be used and will ensure that there are bins around for recycling, Katie suggested speaking with David as there was some white bins used during covid which could be located. An order is in place with Triangle which will be confirmed agreed no Pimm's this time due to the time and waste in previous years. Stick to Wine, prosecco, beer/lager and cider. To purchase soft drinks including juice cartons, water and fizzy.

**Action – complete list for soft drinks and arrange purchasing. Wez/Laura**

**Action – check with David if bins are available. Katie**

**Action – confirm Triangle order. Wez.**

**Food:**

Confirmed that Chef Nathan is organising the food for BBQ and will be present at the Fayre. Katie confirmed staff will be available to help out. Katie has emailed Nathan to ask if he would like pre-orders for food, he has responded and said he would prefer people to queue.



#### Raffle:

Sarah Daniel is organising a prize? Asda voucher.

Caroline Darnbrook is getting tickets for a cricket game.

Emma has been in touch with Bradford City FC who may donate some tickets.

#### Buy a brick:

For every brick bought a free raffle ticket will be given.

#### Stalls:

Most year groups are now sorted for volunteers for their stalls/activities.

Year 5 – Amy Haguma is organising the tombola which will be sweets and chocolates.

Nursery – Still need a volunteer for hook a duck. Wes has suggested asking for people to donate books to school which can be used as a prize for hook a duck which was agreed.

Gemma suggested she could use a spare toner recycling box to collect the books in reception.

Year 1 – Still need a volunteer to organise a welly wang activity.

Splat the teacher Katie is organising this with teachers.

**Action - speak to parents and ask for volunteers to run. Gemma**

**Action – Wez to ask Mark Richardson, Helen Lupton and Lucy Henzell if they could organise hook a duck for Nursery activity. Wez**

**Action – organise message to be sent out for people to donate books to school – early years.**

**Action – organise box for book donations in school office – Gemma.**

**Action – plan splat the teacher activity – Katie**

#### Inflatables:

Fisical are providing the inflatables and these will be already at school from earlier activities. Katie has confirmed that their staff will man them.

#### Tickets:

The tickets will be sold on entry and will be non-refundable (at the end in the last half hour can be used towards drinks on the bar).

£1 per token

Stalls = 1 token

Inflatables = 2 tokens (5mins a go)

Climbing wall = 5 tokens

Penalty shoot out = 1 token (3 shots)

Splat the teacher = 1 token (2 sponges)

Sweet/choc tombola = 1 token (3 tickets)

**Action – make posters and price lists –**

**Action – check in PTFA cupboard for tokens – Emma/Gemma**

#### Hay Bales:

It was mentioned that in previous years hay bales have been used as seating. Suggested we could ask to loan some.

**Action – ask Donaldson family –**



**Payments:**

Cash and card payments. Floats needed. Need to check the zettle is working. Will need a sum up account which is £16 if other machines are to be used.

Action – check zettle – Jenny

Action – Get sum up account – Wez

Action – Get floats organised - Gemma

**Non-uniform:**

There will be a non-uniform day on the 8<sup>th</sup> of July children will be asked to bring a sweet/chocolate donation for the tombola to be organised by year 5.

Action – advertise non-uniform day – Emma

**Comms and advertising:**

To start advertising the fayre from 10<sup>th</sup> June. Include the food so that people may have tea at the fayre.

Action – advertise – Katie/Emma

**OTHER:**

**Carnival:**

Baildon carnival is on 9<sup>th</sup> July however there are concerns that this may not be going ahead. PTFA have a stall organised which will be guess the name of the teddy bear. Looking for volunteers for the stall. Katie has said that she can cover 2-3pm.

Action – to get list of names together to choose from – Emma

Action – get 2 teddies from the bear factory – Wez

Action – need to organise more volunteers –

**New starters:**

Discussed that a lot of time went into organising the goodie bags last year which didn't lead to any social media and fundraising uptake which was disappointing. Info will be provided to be included for this year and available on the events.

Action – info letters to be provided to Julia McCaul– Emma

Action – PTFA volunteers needed for new starter events. 27<sup>th</sup> June 6pm and 29<sup>th</sup> June 9-11.30am. All to check availability.

**NEXT MEETING: 4<sup>th</sup> July 7pm - School Hall.**