

# Ptfa 5/12/16

Monday, 5 December 2016

14:05

Present: Ailey Tamsin Rachel Simon Gail

Apols: Karen G Claire R Lisa Liz Kate Louisa Tandi Nikki Mel

1. Matters Arising
  - a. Letter to santa found but has been updated
  - b. Decorations found and put up
  - c. Books for santa wrapped
  - d. Cake needs to be remade
  - e. All other action items have been done
2. Feedback from Shop
  - a. Went well. Need to stipulate that buying for Mum/Dad only with opportunity at end to buy for others.
3. Raffle Prizes
  - a. Meat voucher has been got
  - b. Need veggie voucher if possible (**action Rachel**)
  - c. Other hampers in hand
  - d. Ailey Lisa to sort out raffle prizes Wednesday am
4. Bottle Tombola
  - a. Tuesday am Gail and Tamsin to organize (p/copy room)
5. Stall Signs
  - a. **Action: Ailey to make**
6. Guess the weight/ number of sweets
  - a. Sheets **Action Ailey**
7. Photo of Polar Express
  - a. Timers needed (**action Tamsin and Simon**)
8. Mince Pies/Cookies/Hot Chocolate **action Simon**
  - a. Need more mince pies (40 more needed)
  - b. Cookies- need more children (60)
  - c. Hot Chocolate and mini marshmallows

Next meeting TBC (after Christmas)