

Minutes of FAPA AGM

Held on 15th September 2016

		ACTION
1.	<p>Present/Introductions</p> <p>Nicky Montague, Charlotte Caspall, Dean Brockwell, Tracy Greed, Angela Flockhart, Nelly Walsh, Wendy Challis, Jamie Hudson, Claire Evans, Sarah Checkley, Lizz Dugan</p>	
2.	<p>Apologies</p> <p>Clair Callow, Jo Freeman, Olivia Franklin, Lucy Bone</p>	
3.	<p>Christmas Fayre</p> <p>Group discussed date and time of fayre and agreed the fayre would take place on Friday 9th December 2016 3.30-6pm instead of the usual Saturday. We discussed points raised from some regarding the change of day but agreed we would try for this year as support shown from teachers. SM to agree date and time can go ahead. The group ran through a few aspects of the fayre but will discuss in more detail on next meeting. Things discussed included:</p> <ul style="list-style-type: none"> • Father Christmas – timed slotted a possibility and would mean parents aren't queued up for ages so they are able to look round the rest of the fayre • Reindeer – NM looked into reindeer and went through costing with group. Everyone agreed it would be a nice idea and will look into other options such as donkeys instead and compare costs. • Choir to attend – DB to speak with Mrs McCarthy to see if the choir can perform. • 	<p>SM</p> <p>DB</p>
4	<p>Fireworks Night 6th November</p> <ul style="list-style-type: none"> • Tickets - Ticket prices to stay the same as last year and letters to be sent out before half term. All ticket requests and monies to be taken to the infant office and the group will go in and sort and allocate tickets. • Glowies – Popular last year so they will be purchased again and stock to be checked to see if any left over from last years event. • Sparklers – will go ahead again this year • Fairground rides – SC looked into and first figures look to be too high. Group will look into and come back to next meeting with other ideas • Food – DB to do the food which the group agreed would be hot dogs, burgers and chips. All agreed that 150 of each should be purchased. DB to look into cost of chip fryer. • Drink – Mulled wine and hot drinks to be provided as well as soft drinks. • Candy Floss – CC to look into hire of candy floss machine or bagged candy floss/popcorn • Set Up – Layout of event will be as last year. Group 	<p>SC</p> <p>DB</p> <p>CC</p>

	<p>discussed lighting and the need for more. LD suggested solar lights around the trees and DB will also look into purchasing/hiring more lighting. Key areas for lighting would be the entrance where the ticket holders will come in.</p> <ul style="list-style-type: none"> Helpers – Group allocated helpers to stalls/stations as follows: Food – Dean Brockwell/ Helen Williams, Susan Lee, Nelly Walsh Mulled Wine – Lizz Dugan, Clare Callow Hot Drinks - Lucy Bone (1 other needed) Glowies – Helen Quigora (TBC) Candy Floss – Charlotte Caspall Sparkers – Kate and Russell (TBC) <p>Other helpers to allocate – Jamie Hudson, Tracy Greed We are still in need of more helpers for the event stationed at the entrance and as stewards</p>	
5.	<p>Christmas Disco BTI and BTJ</p> <p>Disco to take place on 25th November. Timings to be discussed at next meeting. DB will book Moonbeams disco fro BTJ and ask for recommendations for another disco for the infant school. LD suggested an entertainer with disco for BTI so the younger children have more guidance and someone to follow. Group agreed this would be a good idea. CC has contact of one entertainer and will find out pricing.</p>	<p>DB</p> <p>CC</p>
6.	<p>AOB</p> <p>Christmas Fundraising – Tea towels will probably go ahead again this year but LD will look into costing of other items such as tote bags as group agreed they would be popular.</p> <p>Group talked about ideas for spending in 2017 and agreed that they would ask for feedback from the teaching staff on what equipment is needed and they would like to see. SM to gather some ideas together from the teachers.</p>	<p>SM</p>

Next Meeting Dates

19th October 2016 at 7.30pm – The Southdowns