

## Minutes of FAPA Meeting

Held on 3<sup>rd</sup> November 2016 at The Southdowns

		ACTION
1.	<p><b>Present/Introductions</b></p> <p>Nicky Montague, Sarah Checkley, Tracy Gillin Greed, Helen Byne, Charlotte Caspall, Jo Freeman, Clair Callow, Dean Brockwell, Lizz Dugan, Angela Flockhart, Jamie Hudson, Jenny Challis</p>	
2.	<p><b>Apologies</b></p> <p>Helen Dendy, Kate Starkey, Olivia</p>	
3.	<p><b>Fireworks</b></p> <ul style="list-style-type: none"> <li>• Helpers to arrive at 4pm to help set up</li> <li>• Food pricing agreed as follows: Chips £1.50 Hot Dog £2 Cheeseburger £4 Marshmallows 50p CC to do poster to put on Facebook page of food prices</li> <li>• Drink Pricing agreed as follows: Tea/Coffee 50p Hot Chocolate with marshmallows and cream £1 Cans £1 Water 50p Mulled Wine £2</li> <li>• Letters to go round to local residents</li> <li>• DB to bring in candles and buckets filled with sand for sparklers</li> <li>• First aid now being provided by St Johns Ambulance</li> <li>• Group discussed gazebos and JH and CC agreed to bring in their pop up gazebos for use at the bonfire night</li> </ul> <p><b><u>Helpers – Arrive at 4pm</u></b>  <b>Food</b> – Dean Brockwell, Helen Williams, Susan Lee, Tim, Nelly Walsh  <b>Mulled Wine and Hot/Cold Drinks</b> – Lizz Dugan, Clair Callow, Lucy Bone  <b>Glowies</b> – Helen Quiroga and daughter  <b>Sparklers</b> – Jenny Brown, Angela Flockhart  <b>Gates</b> – Charlotte Caspall, Linda and Matthew Pullen, Nicky Montague  <b>Marshmallows</b>– Jo Freeman, Nicola Taylor  <b>Marshalls</b> – James Franklin, Mike Jephcote</p>	<p>CC</p> <p>DB</p> <p>CC and JH</p>
4	<p><b>Christmas Fayre</b></p> <p>NM let group know that the live nativity had been booked and group discussed layout of fayre,</p> <ul style="list-style-type: none"> <li>• DB to Find out about choir</li> </ul>	DB

	<ul style="list-style-type: none"> <li>• CC has done letter for the raffle and needs to start distributing.</li> <li>• Donation days for both schools: (need to check if ok):  25.11.16 Bottles –(Non- uniform)  2.12.16 Chocolate (Already non uniform for juniors as they Have a school donation day, can infant also do non uniform)  9.12.16 cakes-infants/mince pies-juniors. Festive/party wear  SM to confirm this is ok to go ahead  Jars to be bought as and when parents can throughout this time</li> </ul> <p>Group discussed craft ideas to have at the Christmas fayre and agreed on the fingerprint bauble and will confirm other ideas.</p> <p>LD suggested children go round with donation buckets throughout the fayre. Group agreed this would be a great idea.</p>	SM to confirm non-uniform days can go ahead
<b>6.</b>	<b>AOB</b>  NM confirmed tote bag and Christmas card leaflets have been ordered and should arrive in school soon. DE has agreed to do Christmas cards however we are on a tight turnaround time and will need helpers to help sort and distribute.  LD confirmed that the sea monster has arrived and will be installed into the playground soon.  CC to put together newsletter containing Christmas fayre info including donation days,	CC

### Next Meeting Dates

TBC