

Friends of Westhaven PTA Meeting 22nd May 6.00pm

0. Apologies: Lucy Shuter, Sharon Merreywether
Present: Jamie Peacock, Sue Houghton, Helen Rostron, Paul Chillingworth
1. Minutes and Matters arising
 - Screwfix subsidy for school benches. – SH will progress.
 - PTA Website update. PC to send minutes and constitution to JP.
 - Leavers' hoodies. School has already sent out cost information but we agreed to subsidise the cost for those who cannot afford the full contribution.
 - Google form for membership. PC yet to do this.
 - New parents meeting – this is in hand.
2. Summer Fayre (6th July)

Banners have been ordered. We will have one in front of school and one in Uphill (PC has contact for Uphill Society).

Flyers have arrived. W6 can help distribute the flyers. We also ask to put them in students' book bags.

The **letter asking for raffle prizes** has been written. Sharon will send out, Gemma will assist with prizes.

Entertainment and attractions – **programme**

- Station to station – duo (noon to 2pm)
- Dance group (who have confirmed) (2.00pm-2.30pm)
- Raffle draw (2.30pm)

Electricity

- We will need a couple of heavy duty extension leads which must be plugged into different classrooms. PC to provide.

Tents and Gazebos

- Will try to put the marquee up on Friday 28th 1pm – HR/SH/PC (and also clean the BBQ)
- Other gazebos have been found in the shed.

Prizes

We will purchase small and large sweet packets for prizes. Plus chocolate for chocolate card game.

Stalls

Stall	Staffing	Comments
Alcohol Tombola		We will have a non-uniform day on Friday 28 th for donations. May need to buy 'cloakroom tickets'
'Other' Tombola		We will have a non-uniform day on Friday 28 th for donations. May need to buy 'cloakroom tickets'
Golf chip		JP to check we have golf clubs
Chocolate cards game?		Need chocolate for prizes (and cards).
Sand dip		Need lollipops and sand (have sand bags).
Hook-a-duck		Have the equipment for this.
Face painting		Ask staff if anyone is able to do this (may need to purchase paints)
Glitter Tattoos	Gemma	
Football	Donna and Thomas + Karen	
Mystery bottles (alcohol/water)		HR will purchase bottles
Coconut shy	Will R	Have the equipment – need to buy coconuts
W6 Plant Stall?	W6	Check with W6
Wet sponge teachers		Have the stocks and sponges but need teachers?
2 nd hand school uniform		We need a rail. There are 3 boxes of uniform.
Bouncy castle.	Dave and Helen	SH has organised. Need to see the standard operating procedures/risk assessment. 10 minute sessions.
Police and fire		JP to contact and confirm
Josie's craft stall	Josie	
Sharon's family stall	Sharon	
Laura's mum craft stall	Laura's mum	
BBQ	Paul +	Get food from Costco. Burgers, sausages, cheese slices and vegan food. Need serviettes also.
Drinks and Ice Creams		Purchase additional diet coke and water (have several cases of Cherry Coke and 7up) plus ice creams.
Cream Teas		Scones from Lion Rock Café?

We draw up a rota for staff to sign up in the staffroom.

3. AOB
None

4. Next meeting.
Weds 5th June 6pm.