



**NEWCHURCH COMMUNITY PRIMARY SCHOOL PTA  
MINUTES OF COMMITTEE MEETING  
HELD ON MONDAY 7<sup>TH</sup> NOVEMBER 2016 AT 19.00 IN SCHOOL**

<b>Present</b>	<b>Apologies</b>
Angela Carnochan (Chair)	Lisa Bielinski
Mrs Narraway	Kerri Shepherd
Helen Buckley	Stuart Carnochan
Jill Saunders	Debi Maloney
Tina Shaw	
Suzanne Taylor	

### **Welcome/Apologies**

Apologies from Lisa Bielinski, Kerri Shepherd and others.

### **Halloween Disco**

The figures were unavailable for this event.

Some comments were made around presales.

Maybe send a letter home with the children in their bags.

We sold 163 tickets but twenty didn't show up.

People will get used to presales.

The charge had gone up by 50p.

There were no prizes for KS2 and lots of children had made an effort to dress up. It would have been nice to have the best dressed boy and girl. Maybe have a few boxes of Maltesers to give out or give them £1 to buy something.

The decorations were great.

Angela to check the wands and googly eyes. We've had them just over a year. Mr Owen is wanting to use the coal shed.

### **Christmas Fair**

We need to check the dates on the John Smith's. There's no need to buy loads of alcohol for the Christmas Fair. Maybe only do Christmassy drinks. Angela to speak to Warren about how to heat up for mulled wine, spiced cider, liqueur coffees, etc. Last year we had lots of young children running around when setting up. Mrs Narraway suggested setting up a crèche, maybe in Y2. The children could watch DVDs or similar. Angela has ordered 2000 raffle tickets like last year. This costs approximately £66. We could have them by Monday. Angela has already been sent the proof. We could possibly draw the raffle on Wednesday 14<sup>th</sup> December during the Christmas play. Hopefully the tickets will go out next week. Put the tickets into unsealed envelopes. Mrs Narraway will organise the labels for the children's names.

Tina is doing the programmes for the Christmas Fair. She will see if any Y6 parents can help sell grotto tickets.

Possibly have two ways of entering the Christmas Fair to alleviate strain on the main entrance. Possibly also enter via the outdoor classroom.

Entry is free but the programme is 50p including entry into a prize draw. We don't have to sell many programmes to get our money back.

Warrington Lions – was Birchwood Lions.

Mrs Narraway bought a badge machine. It could be an activity for the children to do if the PTA wants to buy one.

A letter has gone out to parents asking for help on the night. We can start to set up straight after lunch.

Angela has got two sets of lights for the tree. She will get candy canes for the tree also.

We're not doing shoeboxes this year. Other ideas were discussed as to what activities to have for the Christmas Fair, such as: balance a 20p on a lemon (Jill's idea), roll a 10p – the children would enjoy that one.

Secret Santa is £1 a go. We had some stuff given to us from Sainsbury's from the Paralympics, i.e. wristbands, bags, mugs.

### **Playground Update**

Mrs Narraway confirmed that everyone now has the risk assessment.

There was some discussion around how to get last year's Y6s here when they don't have a younger sibling still at school. Amanda Brown is still in touch with people who are now in Y7.

We need to fix a date. It will probably take place at pickup time.

9<sup>th</sup> December was agreed on to invite last year's Y6s. We could invite the Mayor and contact the Warrington Guardian. Suzanne will do this.

### **Fund Update**

This was not available as Kerri wasn't here. Kerri is still unable to sign cheques.

Suzanne doesn't think there's any point in giving people budgets. We need to find out if Kerri's insurance covers her keeping cash at home. She needs to start banking it.

### **Any Other Business**

There was no update from Sainsbury's.

Tina has seen a business card with school holiday dates. We could put PTA events on the other side. Could be something to think about for next year.

Helen (Y3) to be the contact for the collection of the hamper items and subsequently making up the hampers. Kerri to be the contact for Y1 and Lisa for Y2.

### **Date of Next Meeting**

The next meeting will be held on Thursday 19<sup>th</sup> January at 19.00 in school.

Helen Buckley, Secretary

7<sup>th</sup> November 2016