

St. Thomas' PTA Meeting Agenda

Monday 6th November at 8pm held at The Elizabethan, Heaton Moor



Agenda Item	Minutes	Actions
1. Fundraising Update	Nothing to update.	None.
2. Corporate Fundraising Update	Nothing to update.	Joanne to update at next meeting.
3. 2023/4 Events Calendar	<p>Christmas Cards – Last orders extended to 14th November; reminder needs to go out on this week’s bulletin.</p> <p>Nativity Day Refreshments – Waiting for confirmation of dates, Bec Till to organise. Donations to be given to the Church.</p> <p>Wreath Making – it was decided to not do it this year, but maybe investigate it again next year.</p> <p>Christmas Colouring – it was agreed to do this after the Christmas Fair</p> <p>Santa Gifts – it was agreed we’d stick with tubes of smarties and fruit pastilles again this year.</p> <p>100 Club – Vic will launch this at the Christmas Fair and promote Easy Fundraising on the same stall.</p>	<p>Sarah M to include in weekly bulletin.</p> <p>Bec T to organise once dates are confirmed.</p> <p>No action.</p> <p>Bec Till to organise print outs and send into school.</p> <p>Hayley / Emma F to order.</p> <p>Becky J to open a new bank account for 100 Club funds to be paid into.</p>

	<p>Other Fundraising – All other fundraising plans will be discussed in January.</p>	<p>No action</p>
<p>4. Christmas Fair</p>	<p>Stock for Bar – Becky J to organise volunteers and stock for bar. She will also check what stock we have left from the Summer Fair. Bottles in the boiler room at juniors need to be moved to infants.</p> <p>Pocket Money Stall – It was agreed to call the stall ‘Elfridges’ and that Hayley & Sarah M would order the stock for the stall.</p> <p>St John’s Ambulance – Becky J to check if this can be covered by teachers like it was at the Summer Fair.</p> <p>Licence / Risk Assessment – Sarah M will check will have all up to date Public Liability Certificates and do the risk assessment apply for the temporary licence.</p> <p>Stalls – Becky J to check if teachers can run the chocolate tombola and if Y5/6’s can run Santa Bottle Flip & Chocolate Coins. The list of stalls was updated and another call for helpers will be sent via ambassadors to try and fill the remaining stalls.</p> <p>Donations – Comms to be sent out confirming donation days as 24th Nov for bottles & chocolates and 1st Dec for cakes. In addition, we need to ask for Christmas Jumper donations.</p> <p>Raffle – it was agreed the PTA would buy an iPad for the star prize and that we’d print 6,000 tickets so we can sell tickets before the Christmas Fair. 1 book will be sent home on Fri 17th Nov, and there will be extra’s available from the school office.</p>	<p>Becky J</p> <p>Hayley & Sarah M</p> <p>Becky J to check with school.</p> <p>Sarah M</p> <p>Becky J to check with school. Hayley to send post asking for more volunteers.</p> <p>Sarah M to send comms to school.</p> <p>Joanne to organise.</p>

	Entertainment – Blush Dance are confirmed, K27 have been booked, but will only perform if it's dry and Cheshire Theatre School are still TBC.	Bec T to confirm with Cheshire Theatre School.
5. AOB		
6. Next Meeting Dates	Thursday 23 rd November	