

Friends of Hazlehurst School

Minutes for the SPRING Term (4th PTA Meeting)- 16th March 2017

Attendees: Mr Golding, Mrs Power, Nicola Lever, Debbie Varney, Sarah Carroll, Lynn Gallagher, Hazel Thompson, Corinne Birkett, Stuart Barkley, Claire Cairns.

Apologies: Michael Wray, Julie Ringer, Hannah Aldridge

(NEXT MEETING Thursday 27th April 2017)

		Date	Action by
1.	<p><u>Amendment to Key Roles.</u> Due to family bereavements Sarah Carroll has decided to take a back step from Chair to the position of Treasurer- (As Stuart has decided not to proceed with this role), and the Vice Chair-Nicola Lever has agreed to assume the Chairperson post with immediate effect.</p> <p>This leaves the position of Vice Chair -vacant. *(As no one came forward for the Full role, it was discussed that in the meantime, people will share this role, by acting as “event coordinators” for specific events.)</p>		
2.	<p><u>GLOW DISCO Debrief- from Nicola Lever</u> (PROFIT MADE- £978. The event was a great success!) <u>WHAT WORKED?</u></p> <ul style="list-style-type: none"> • Pocket money Toys. (Sweet Bazaar sold “penny sweet” bags especially well). The glow rings, Deely boppers, sweet cones, bags and glow sticks all sold out. • Maybe change the theme about next time, to keep it fresh. (Halloween/Valentine/Glow Disco etc?) • TICKETS- Were a sell-out! Many were too late to get tickets, but it was noted mostly lower school attended. <p style="text-align: center;"><u>WHAT CAN WE IMPROVE?</u></p> <ul style="list-style-type: none"> • TICKETS-Many couldn't get tickets. Discussed if we do a KS1/KS2 2 separate discos next time? We decided to spread the event over more rooms (Hall-Yr 4/5/6) and increase the Capacity by 50 people –to 250 tickets. • <u>BAR/ENTRANCE</u>- Having these both in Hazles was a problem- as we couldn't set up until the children left. It wasn't big enough and there was a bottle neck of people (stood in the rain) waiting to come in. (We decided entry only in Hazles and the BAR should be in YEAR 4 next time) • <u>WINE</u>- We didn't save much getting from Morrisons and as the Vineyard wine was perceived to be a bit nicer; they provide a sale or return service (meaning we wouldn't have to store unsold stock) and as they also do a glass loan (but also wash!) service- we should stick with this 		

	<p>route going forward!! Old wine stock to be sold first if possible!</p> <ul style="list-style-type: none"> • FREE DRINKS-Need to be in smaller glasses next time. We ran out of Bucks Fizz (4 bottles) as the measures were too big! • ICE-Bring trugs of ice for wine chilling for future events. • PROTECT THE PIANO next time- <i>It was abused!!!! :-O</i> • <i>NB***GLOW HEADBANDS Still to be paid from St Andrews-NL to chase</i> 		
3.	<p><u>NEXT EVENT:</u> <u>EASTER EVENT- MONDAY 27th MARCH.</u> Mr Golding has organised an EGGS-HIBITION in school, fundraising event. The work will be displayed in the Hall at 3:30 on Monday after school and Parents invited to buy coffee/tea & cake whilst viewing. PRIZES- Cream Egg for every entry. (NB-196 children in school) 2 LARGE EASTER EGG PRIZES for each Year Group (14 large eggs required) <i>PTA to purchase these. *(Aldi/Tesco/Asda have CREAM EGGS on offer for around 30p each.-x 196)</i></p> <p>FLYER sent to Mr G 21st March to request cake donations.</p> <p>The PTA are to set up and man a CAFÉ & CAKE SALE (of donated cakes) <u>FRIDAY- SET UP@ 2PM</u> <u>Volunteers-</u> to set up CAFÉ/CAKES in the HALL, please email Nicola Lever if you can help!</p> <p><u>NB-**TEA TOWELS-</u> 44 left- Need to sell the remainder here, any leftover (27 are required –to be given away to Y6 Leavers as memento’s, Lynn has kindly offered to pay for these as a gift if there are enough leftover.)</p>		<p>NL</p> <p>DV</p> <p>NL/SC</p> <p>DV</p> <p>So far we have- NL/DV/MW/SC?</p> <p>ALL</p> <p>LG</p>
4.	<p><u>PLANT SALE- COLLECTION DATE-12th MAY 2017</u> <u>Pre-order forms (Due in WED 29th March- so Mrs Little can collate by 31/3/17)</u></p> <ul style="list-style-type: none"> • This year the week before the Treasure Hunt. • NB- Sales were around £500 in 2015 / £900 in 2016! Fingers crossed it’s another good one! • ORDER FORMS-LAST PUSH. (575 x “non class specific” copies to be printed for local delivery) • 250-Butler & Annie St/ Carr Wood Hey • 125 Tagg wood/Simm Cl/Engels • 100 Bolton Rd West • 100 Lansdowne Estate & Nuttall Lane/Whittingham 		<p>LL Hazel/Stuart Sarah Lynn DV/CB</p>

5.	<ul style="list-style-type: none"> DONATIONS of shallow /various size boxes required w/e 12th May to transport flowers home in. (Fruit boxes from Morrisons are ideal!) 9AM VOLUNTEERS REQUIRED 12th MAY for sorting orders <p>ROTARY CLUB –DINNER- NL received payment of £165 for the Santa Collection run in December.</p> <ul style="list-style-type: none"> Rotary C -Santa offered to attend future XMAS fairs!!! NB DUCK RACE- We will enter the school Duck despite this being in school holidays(not on the Choc festival day this year) 		<p>ALL MEMBERS</p> <p>SC/NL/CB/LYNN (PW/HA- TBC)</p> <p>NL</p> <p>NL to sort 2017 Xmas booking</p> <p>NL to arrange</p>
6.	<p><u>FAMILY FUN NIGHT- 21st April 2017</u> <u>(6:30-8:30pm)</u> (Tickets -Adults £3/Child £2)</p> <p>Advertising poster & text/letter to go out before the Easter Hols. (2 wks before)</p> <p>The poster and tickets have already been emailed to Mr G.</p> <ul style="list-style-type: none"> TICKETS- <u>Maximum to be sold 120 TOTAL as most will be seated</u> <p>Mrs Little to put up posters around school and sell tickets.</p> <ul style="list-style-type: none"> DRINKS LICENSE PURCHASED by Mr Golding (£21 per event) DISCO- Derek to provide the Disco & some party games/he will set up the Hall. PURCHASES- Derek should supply receipts for reimbursement of prizes bought!! THANKYOU gift - Mr G to find out what Mr H would like. Plants? Boat related gift. SET UP BAR-(In Yr 4) from 3:30pm (PE will be outside) SWEET SHOP/SOFT DRINKS (On sale in the CLOAKROOM OUTSIDE YR 4) - Cups of lemonade to be sold (no need to buy more cans) DV to purchase/bag up 50p bags of penny sweets in advance (nothing sticky/ meltable- from Hancocks CONFECTIONER suppliers Preston) <p>HEADED LETTER to be written to gain access to TRADE PRICES.</p> <p>DRINKS PURCHASES- SC/NL to confirm amounts to buy</p> <p>Some Wine stock left but will need to order more (& Glass hire) from the Vineyard. £6 Bottle max/Good quality (Sale or return)</p> <ol style="list-style-type: none"> Prosecco Bottles and ROSE, (LOOK for discounts AFTER Mothers Day!!) Beer - Branded discounted bottles ONLY reqd for this event. (LOOK out for discounted bottles) NO CRAFT KEG PLASTIC-1/2 Pint & Pint Clear glasses. Check Stock SOFT DRINKS/CANS-Check stock 		<p>DV</p> <p>LL</p> <p>Derek</p> <p>MG/NL to chase!</p> <p>MG</p> <p>JASMINE LEVER on sweet stall</p> <p>DV to buy/bag up</p> <p>DV</p> <p>SC/NL to confirm</p> <p>ALL ALL</p> <p>SC/NL to confirm SC/NL to confirm</p>

	<p>5. ICE- ALL PTA HELPERS to buy/bring for wine/beer chilling. (Fridges in Y4./5/6/staff room can also be used)</p> <p>6. TRUGS/Large bucket/troughs to be brought in- for ice</p> <p><u>VOLUNTEERS for (DAY-SET UP)</u> -Large tables & chairs (Hall)</p> <p><u>VOLUNTEERS for (EVE -EVENT)</u> - On the Bar <u>-On the door/tickets</u> <u>-Sweets/Drinks Stall</u></p>		<p>ALL</p> <p>ALL MEMBERS</p> <p>MW?/SC/CC/DV</p> <p><u>SC/SN?/MW –Bar</u> <u>CC/NL- Door</u> <u>Jasmine/NL/CC-</u></p>
7.	<p><u>TREASURE HUNT- 19th May 2017- 6pm</u></p> <ul style="list-style-type: none"> • Trophy to be retrieved from Keira Hardman & family. • Thomas Redmond’s family will need to be reminded that they are setting the route this year! (Route Needed to SC, by Fri May 12th) • Mr G to forward them a letter (DV to draft up) <i>*(An adult and a children’s quiz worked well last time)</i> <i>Off main roads, buggy friendly, child friendly etc.</i> • Sarah C to recce route the weekend before. <p><u>BBQ DUTY-</u> Hazel T/Martin Ringer & Phil running this.</p> <ul style="list-style-type: none"> • <u>FOOD</u> Hazel to buy BURGERS & BAPS/HOT DOGS & ROLLS /ONIONS (BROWN SAUCE/RED SAUCE & MUSTARD) • NO CHIPS this year! <u>Buy more crisps instead</u> • <u>DRINKS- Stock count required after T HUNT (NL)</u> <p><u>RAFFLE PRIZES</u></p> <ul style="list-style-type: none"> • <u>1st PRIZE WINS -£15 Entertainer Voucher</u> (& plush small teddy/ toy to display it with) • <u>2nd PRIZE WINS-Millie’s cupcake Voucher</u> & teddy • <u>3rd PRIZE WINS-Wine & Chocolate</u> <p><u>NL to buy 2 teddies</u> (<i>Can we use Plush teddy from Xmas fair?</i>)</p> <p><u>TREASURE HUNT WINNERS</u></p> <ul style="list-style-type: none"> • <u>1st PRIZE- Wins the Trophy & a MINI Hamper</u> (Cava, Sweets & Chocolate) • <u>2nd PRIZE-Win Route setting next year! & MINI Hamper</u> (Cava, Sweets & Chocolate) 		<p>MG</p> <p>DV/MG</p> <p>SC</p> <p>MR/PL/HT</p> <p>HT</p> <p>NL</p> <p>LG/NL</p> <p>NL/LG NL/LG</p>
8	<p><u>SUMMER FAIR –Sat 24th June 2017 (2-4pm)</u></p> <p><u>To be booked asap:</u></p> <ol style="list-style-type: none"> 1. <u>Fire Engine-</u> Andy on with arranging this. 2. <u>Police Car-</u> Mark has requested a car visit 3. <u>Bouncy Castle-</u> Can Damien arrange this? NL asking 4. <u>Ice Cream Van-</u> “Stop me and buy one”- Paul A booked 5. <u>Pony Hire-</u> x 2 ponies reqd (1 available-source another) 6. <u>Band (Valley sounds) - Mrs Lane to book these.</u> 7. <u>Mr Hughes’ Disco-</u> Booked! 8. <u>Shooting stars football academy-</u> Booked 	<p>BOOK ASAP</p> <p>BOOK ASAP</p> <p>BOOK ASAP</p>	<p>DC/NL</p> <p>S to source.</p> <p>AL</p>

	<p>9. <u>Lynn has acquired Prizes/Donations from supermarkets etc. (NB-Footy Table to be big prize) Can we get more?</u></p> <ul style="list-style-type: none"> • <u>New Stall ideas required- for discussion at next meetings.</u> • <u>Ideas also needed on how to engage more volunteer helpers!!!</u> 		<p>LG</p> <p>ALL</p> <p>ALL</p>
<p>9.</p> <p>10.</p>	<p><u>REQUESTS</u></p> <p><u>SCIENCE DAY</u>-NL to pay the £650 fee, for the Science Day</p> <p><u>OUTDOOR PLAY TOYS-WOODEN STRUCTURES</u></p> <p>Mr Golding is keen to buy new quality toys for the playground as the top playground currently have none and the bottom playground toys have become too old and damaged.</p> <p><u>UPDATE- £900 worth of toys have been purchased- school are just waiting on storage containers for them</u></p> <p>Mr Golding discussed possibly arranging various FREE DESIGN SERVICES to propose designs/costs for additional play equipment and he will feedback how much the designs submissions will cost at the next possible meeting. He warned these were often very expensive.</p> <p>The PTA agreed this would be money well spent and aim to raise as much as we can to make some worthwhile additions possible!</p> <ul style="list-style-type: none"> • NB- Stuart Barkley generously advised that he was discussing with his parents (who are downsizing) about making a donation to the school! He said that to fund “healthy outdoor play” would be a perfect legacy to them, being doctors! <p><u>NEXT MEETING- Thursday 27th April 2017</u></p> <p>To discuss the Treasure Hunt and Summer Fair.</p>		<p>NL</p> <p>MG</p> <p>ALL</p> <p>SB</p> <p>ALL</p>