

East Hoathly FPTA Committee Meeting Minutes

Wednesday 27th October 2021

Present

Emma Simonetti, Helen Dunn, Emily Fawls, Laura Watkins, Katie Frizzell, Caroline Campbell-Stephens, Amy McGowan, Anna Zorn

Apologies

Meg Palmer, Danielle Thatcher, Vanessa Bushell, Michelle Titherly, Jay Robertson, Jacqui Clark, Lucy Watton, Hollie Hill

Voting in new members

Amy McGowan was voted in as committee and trustee of the FPTA.

All members are requested to sign the updated code of conduct and to sign a trustee Eligibility Declaration from the Charity Commission. Helen will distribute these in the coming weeks to the members that were unable to attend the meeting.

Christmas Fair 26th November 2021 3pm – 5.30pm

Lydfords have kindly offered to cover the cost of the hall hire. Donations towards the fair have been offered from Funabounds trampoline park and a personal donation will be sent from Jeremy Courtney.

Helpers on the day:

Amy	Emma
Laura	Helen
Caroline	Anna
Hollie (from 3pm)	Lucy
Meg	Jacs
Jay	Jo Gregory (Helens mum)
Katie	Michelle is available to help clear up after 5pm.

Please can friends and other parents that aren't in the committee please be asked if they can help.

Jacs is on the hunt for a Santa.

Holly Zorn will be happy to help run a stall and year 5 & 6 children will need to be asked to help.

Carmen has offered to be Santa's elf.

There is a really short turnaround at the end of the fair so we need as many helpers as possible to get the hall clean at the end.

Stalls agreed

Games – Snowman Snap, Lego, Card Game, Amy also has a game

Guess the name of the bear – Jay has crocheted

Face painting

Craft activities

Raffle

Barrow of booze

Sweet jars

Silent Auction

Bottle tombola

Cake Stall

Caroline is creating posters for the bear.

Food

It has been decided that no hot food is needed for the fair. Emma is asking the pizza van if they would like to pitch up outside. Mulled wine, hot chocolates and soft drinks to be served. If anyone has a slow cooker, can we borrow them for the day.

Sweet Jars

Please collect jars and sweets and pass to Anna in the playground.

Raffle tickets have been ordered and will be distributed in the playground and outside the village shop. Not too many will be handed out this year to the children as they don't tend to get returned.

Raffle prizes update

There has been a comprehensive spreadsheet compiled of all raffle prizes. It has been decided that some prizes are being placed into a silent auction on the day of the prize. A full spreadsheet is available on request. Once all the raffle prizes and hampers have been collected, we need to decide whether we will hold a further auction on the day of the nativity. It was decided that the cake Meg is baking will be added to the auction instead of guess the weight.

Elf Hunt

The elf hunt is booked for the weekend of the 4th-5th December. Vanessa has been assigned to organise the hunt. Caroline, Laura, Emily and Emma have agreed to have elves in their windows,

Wreath evening Wednesday 1st December 2021

Hollie and Danielle to run the event. £20 a ticket. Hall is available and booked from 6pm onwards. Any committee member attending can the help on the bar in a rotation so everyone can enjoy the wreath making. Pumpkin Patch in Hailsham have offered to supply ribbons etc. Please can people tell attendees to bring cash for the bar and the purchase of raffle tickets to win a hamper on the night. One ticket to be added as a raffle prize.

Nativity snacks

Helen needs to discuss this with Vanessa and decide what options would be best. So far it has been decided that a table will be set up outside the church and mulled wine and mince pies will be served for the performance. Children's options will also be available but yet to be decided.

Parents Evening Cake Stall

We have taken the decision not to hold a cake sale this side of Christmas due to logistics and the need to request baked goods and contributions from parents at the same time as requesting items for the fair and tombola's.

Any other business

Santa gifts

Books have been purchased for £122.95 and Jamie and Laura from Sub Demolition & Groundworks have very kindly offered to pay for these.

Future event ideas

Break the Rules Day, Fill the Bottle Spare Change Challenge, Pantomime, Quiz nights and maybe wine/gin tasting. All need to be discussed and planned in the new year.

Sharing events etc

Can all events etc be shared within each year WhatsApp groups. A year 5 group needs to be set up. Helen is to create a "How Can You Help the FPTA" advert for the school newsletters – Amazon Smile, Grays Bespoke, Clothes bin etc.

A public Facebook page will need to be set up for the FPTA so a wider audience can be reached within the village.

Sum Up Machine

Emily is trying to re-register the Sum Up Machine provided by Cathy Spinks from the previous committee. Katie has offered to help with the set up if needed.

Post meeting updates

Emma's next door neighbour Kati Claxton has offered to help and will run the bar at the Christmas fair. The pizza van can't attend the fair. Jacs has offered to run the bar at the wreath making event.