

<b>MEETING</b>	OUR LADY OF LOURDES PTA
<b>DATE</b>	10/12/2019
<b>LOCATION</b>	THE NIGHTINGALE
<b>PRESENT</b>	Suzi Harnett / Annie Zanetti / Monica Gilsean / Simone Clark / Clare Walsh / Grainne Victoria Ryan
<b>APOLOGIES</b>	Patrick Allen / Rassi / Kim Morris / Victoria Lane/ Vicky Taylor/ Valeria Rinaldi / Wayne Moriarty

<b>1</b>	<b>WELCOME, MEMBERS PRESENT AND APOLOGIES</b>	
	<ul style="list-style-type: none"> <li>• SH welcomed and thanked everyone for attending.</li> </ul>	
<b>2</b>	<b>XMAS FAYRE</b>	
	<ul style="list-style-type: none"> <li>• Only one item for this evenings meeting – xmas fayre, feedback and lessons learnt.</li> <li>• Profit currently standing at £4k, may change when add in majestic costs / refund and also external stall holders. But acknowledged that this was an increase on recent years.</li> <li>• We ran through each stalls feedback:</li> <li>• Nursery – bouncy castle <ul style="list-style-type: none"> <li>○ Bouncy castle deflated a few times as plugs kept being pulled out in the Benedict building. <b>Action: Label plugs in Benedict building next year</b></li> </ul> </li> <li>• Reception – Toys <ul style="list-style-type: none"> <li>○ All went well. Leftover toys went to other local schools fayres <b>Action: donate leftover toys to other local schools next year</b></li> </ul> </li> <li>• Year 1 – Cakes &amp; Sweet tombola <ul style="list-style-type: none"> <li>○ All went well. Lots of cakes leftover despite worries that wouldn't have enough. Sweet tombola very popular also <b>Action: Ask for better labelling - please label ingredients next year as once cake iced can't tell what's in cake. Also label with names for cake competition</b> <b>Learning: Decide what to do with cakes donated by professional cake makers – raffle / silent auction?</b></li> </ul> </li> <li>• Year 2 – Games <ul style="list-style-type: none"> <li>○ Better prizes were requested – however we were using up prizes from the cupboard <b>Action: we may need to charge more if buying better prizes</b> <b>Action: May also need to invest in better games next year as some of them had broken</b></li> </ul> </li> <li>• Year 3 – Bucking Bronco / Snow dome <ul style="list-style-type: none"> <li>○ Also deflated a few times as plugs kept being pulled out in the Benedict building. See bouncy castle note above.</li> </ul> </li> <li>• Year 4 – Go Karts <ul style="list-style-type: none"> <li>○ Lots of comments that only one turn on the go karts with the wristband wasn't fair. Stall holders felt that at quiet times they could accommodate more than one go per child however need to ensure everyone gets a turn. <b>Action: Maybe increase to 2 next year, if no queue. But this needs some thought.</b></li> </ul> </li> <li>• Year 5 – Crafts - gingerbread decorations, Christingle (oranges) <ul style="list-style-type: none"> <li>○ Lots of oranges left over – felt they were too difficult for smaller children. Stall holders made them up and were trying to sell them towards end of day. Gingerbread decorations were popular and</li> </ul> </li> </ul>	

	<p>kept the stall busy. Craft stall never makes much of a profit, but still popular.</p> <ul style="list-style-type: none"> <li>• Year 6 – Bar <ul style="list-style-type: none"> <li>○ Busy throughout the day. Mulled wine syrup ran out. We had 8 but could have done with 16 bottles. <b>Action: Order more bottles of syrup next year, and need to order 6 weeks in advance from Majestic.</b></li> </ul> </li> <li>• BBQ – Complaints that there was no veggie option, however veggie burgers were bought – BBQ team feedback that no one asked for them despite sign up saying they were available. <b>Action: Bigger sign for veggies? Also note for next year - BBQ team appreciate any donations of out of date beer from PTA cupboard for their own consumption on the day (!)</b></li> <li>• Grotto – some complaints about the queue. Some concerns that you could hear other santa across the divide. Elf hats and aprons lost (!) <b>Action: ticket sales – review the week before fayre as current system doesn't allow families to book within same slot, so may need to release extra tickets the week before.</b> <b>Action: emphasise importance of on-line booking, and that some queuing is to be expected...</b> <b>Action: consider more structured queuing system outside grotto in 15 min slots</b> <b>Action: consider better sound proofing?</b> <b>Action: new elf hats / aprons maybe if can't be found</b></li> <li>• Family Kitchen <ul style="list-style-type: none"> <li>○ Again very popular and lots of food donated</li> <li>○ Need at least 5 people every hour. Plus 4 to clean up at end</li> <li>○ Cleaner needed for minimum of 3 hours to clean kitchen</li> <li>○ Lots of people asking for mulled wine (normal wine didn't sell well)</li> </ul> </li> </ul> <p><b>OTHER GENERAL ACTION POINTS FOR NEXT YEAR:</b></p> <ul style="list-style-type: none"> <li>• Be clear on where pick up point for cake tins etc from Benedict building.</li> <li>• More helpers needed for clearing up Benedict building at end of day</li> <li>• Suzi to share running a stall document (for individual stalls not just generic one)</li> <li>• Book everything as far in advance as possible, eg, bouncy castles, snow globes, DJs, singers, as gets booked up well in advance by other schools and fayres.</li> <li>• Consider more things for Yr 6 / older children eg inflatable football goal and target shot</li> <li>• Heating was on in Benedict building and was far too hot, couldn't seem to turn it down.</li> <li>• Idea of snow globe photographer suggested. Great photo opportunity / back drop. Photographers haven't worked in the past but may be worth re visiting (open hour earlier for photographer to take shots?)</li> <li>• External stall holders: <ul style="list-style-type: none"> <li>○ Get them to sign up (and pay) in advance for following year</li> <li>○ If they donate raffle prize in lieu of fee – value of prize needs to be higher than their fee</li> <li>○ Get them to pay before fayre on line</li> </ul> </li> </ul>	SH
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	<b>Next Meeting: Tuesday 21 Jan 2020, The Nightingale 8pm. To discuss quiz night (7 Feb, venue TBC)</b>	