**Minutes of PTFA meeting 17 4 18**

Apologies : Sharon Crone, Karen Hudosn. Keeley Duffy, Nicola Grice, Christine , Jackie,

Last meeting in Toddler group - fashion show organisation - was successful.

Nicola Grice, resigned from position. Vanessa Glew, is happy to continue interim and appoint a new secretary in October.

Events Fundraising:
Mother's Day
Fashion show
Easter bingo

**Disco next week. -** To continue as unable to find new date:

Alison sort dj and games
Remind parents and children of the disco date text and email.
Vanessa to source the sweets and drinks. Possibly choc ices etc.
Nicola to sign a cheque- Karen for float
Vanessa to have float from school for sweets
Lucky dips could be option with coloured glow sticks to buy

Karen to sort letter and check ok to attend

Consider for future which one is better - bingo  or perhaps beetle drive

**Event**

19 th May

Disappointed tickets sales, new letter - Anita Berry

Canvas all parents - speaking to groups to see if can get a table
Try and encourage tickets sales
Raffle tickets week before
Letters dropped locally
Till - Debbie
Glasses Tesco Chorley - AM to check if Booths will do for free
Dishwasher runs - ask for some help
Fridge - mr Boucher to help fridge move and possible chairs from church
Margaret Hearn - black table cloths - Anita Berry to email
Karen - ask about which church -Chairs table from church- check Karen and ask
Napkins - Anita
Flowers - alison to sort - provide number of tables nearer time.
Amazon possible for tea light - Alison to find out and check batteries from last time?
[https://www.amazon.co.uk/dp/B0056BCNEY/ref=asc\_df\_B0056BCNEY51752337/?tag=googshopuk-21&creative=22122&creativeASIN=B0056BCNEY&linkCode=df0&hvadid=256291657145&hvpos=1o3&hvnetw=g&hvrand=14913642261898496171&hvpone=&hvptwo=&hvqmt=&hvdev=c&hvdvcmdl=&hvlocint=&hvlocphy=9046534&hvtargid=pla-421829372144](https://www.amazon.co.uk/dp/B0056BCNEY/ref%3Dasc_df_B0056BCNEY51752337/?tag=googshopuk-21&creative=22122&creativeASIN=B0056BCNEY&linkCode=df0&hvadid=256291657145&hvpos=1o3&hvnetw=g&hvrand=14913642261898496171&hvpone=&hvptwo=&hvqmt=&hvdev=c&hvdvcmdl=&hvlocint=&hvlocphy=9046534&hvtargid=pla-421829372144)

( 24 for £2.09)
Address - need envelopes and Paula to sticker up £5 a go.

Many many auction items and good raffle.Thanks to Christine, Mrs Sharp.

Wayne Jackson is able to come and do the auction
Jobs needed : washing glasses -
Table cloths need table cloths and washing
Set up Friday from 1.15 onwards ( Need to check with the Ark and Rugby tots - could they go outside?)
License - Alison drinks and events one. Complete online - check Karen
72 wine glasses 48 champagne glasses + 72 hi ball glasses 72 pint - Alison to enquire with BOOTHS
Gin and fever tree bottles - how much and discount - Alison to source
Vodka - Alison to source
Bags of ice
Ask Jill to keep her fridge empty Friday if possible
Fridge top counter fridge

Pushing tickets sales - key priority
Paula drinks price list - laminated copies on tables - photo passed
Chris Naylor - end of April  ready for print. Anita to sort

Collecting money from donations - pay band etc.
Collecting Karen - collection and how to count money

Newsletter match funding from banks for spring fair
Check out bouncy castles

New ideas needed.

Tight deadline for organising the summer fair - will need to start at next meeting THURSDAY 23rd MAY 7.00. Anita to pass to others on face book  page.

Thank you to all involved in the preparation of the event.