

Xmas Fair Meeting – 7th November 2019

Present: Clare Daniel (for part), Susie Withington, Rachael Thomas, Fiona Toms, Caroline Kelf

| Item / Discussion | ACTION |
|---|--|
| <p><u>Date</u></p> <p>Date of Xmas Fair is Friday 13th December</p> | No action |
| <p><u>Stands & Class Reps Responsibilities</u></p> <p>Each stand has been allocated a Class Rep to be responsible for. This includes collecting items, arranging volunteers, setting up the stall, purchasing any equipment (for which you will be reimbursed):</p> <p>Bottle Tomblola – Class 3 – Collection date: Friday 14th November Confectionary Tombola – Class 2 – Collection date: Friday 21st November Teddy Tombola – Class 1 – Collection date: Friday 28th November Tattoo & Hair – Class 4 Games – Class 5</p> <p>In addition to the above, the following stalls will be included at the event, all of which require volunteers and an overall person to be responsible for. Please contact SW should you wish to take responsibility for ones of these: Crafts Stall (edible biscuits & decorate a pine cone) Gift Stall (including candles, mulled wine, cookie making jars pouches and other items) Edible gifts for kids Bar Canteen / Food Lucky Bucket Money Tree Games Room</p> <p>In addition to the new Gift Stall the following parents will be approached to see if they would like to do a stall: Tropic – Leanne Watson-Parke Perfumes – Leila Dahesh Xmas Cards -</p> <p>All parents will have received a request for support in book bags this week. The Christmas Fair can only run with help from parents so we would really appreciate your time and support. Please return your form ASAP. SW to confirm to Class Reps volunteers available and which stalls still need taking responsibility for after forms have been received and class reps to approach parents to request help.</p> | <p>NOTE</p> <p>Class Reps</p> <p>NOTE</p> <p>SW</p> <p>Parents / SW / Class Reps</p> |

| | |
|--|--|
| <p>Important notes re the above stalls: Confectionary Tombola to include sweets as well as chocolate for those who have allergies. Remember NO NUTS! These are included in Roses, Celebrations & Quality Street.</p> <p>The teddy and confectionary tombola will be in separate rooms this year as it got too busy when they were together last year</p> <p>In an effort to be healthier it was agreed that the Money Tree envelopes will not include sweets – money / small gifts only</p> <p>The tattoo and hair stand will not use glitter (due to its effect on climate) and will use face paint instead. CK to investigate face paint kit (with Christmas stencils) and hair spray.</p> <p>Ideas were discussed for craft stall including gingerbread houses, tree cone cakes, edible biscuits, bath bombs, button decorations & decorating pine cones. It was agreed to have one edible and one non-edible items to create. The final vote went to edible biscuits and tree pine cone decoration (since the meeting we have decided to swap edible biscuits for making snow men with marshmallows).</p> <p>Edible Gifts for Kids – the reindeer hot chocolate did not do as well as the Santa Sweets so it has been agreed to replace these with Elf Sweets instead</p> <p>Gift Stalls – two years ago we had an Angel Peg stall which did very well. We would like to recreate this and also offer other gifts. These stalls will be set up in the hall more for the parents & grandparents to buy from. We will also include another gift stall offering items such as homemade mulled wine sachets, cookie making jars & candles – just a few of each to trial this. If any parent has any items they wish to sell at the event, please let us know. RT to post in FB this request</p> <p>Money Tree – it was agreed to send 3-4 envelopes home with the option for children to do more should they wish</p> <p>Games Room – FT to check with Mrs Thomas which teachers can help</p> <p>Bar – SW to liaise with ET re bar inventory to confirm amount needed. FT to approach McColl's and All U Need to investigate purchasing at a wholesale price. Alternatively, we can wait until 25% offer in supermarkets</p> <p>Entrance – SW to check with CD if she can volunteer her time on the door again</p> | <p>CK</p> <p>RT</p> <p>FT</p> <p>SW/FT</p> <p>SW</p> |
|--|--|

| <u>Food / Canteen</u> | |
|--|------|
| <p>A discussion was had around food choices and it was agreed to offer “Christmas Turkey Burgers and Festive Falafels again’. Not as many people ate last year though so it was agreed that there will be a heavier communication around food options prior to the event to encourage people to have tea at the event.</p> | NOTE |
| <p>There was quite a bit of turkey left over last year and the turkeys were quite expensive so it was agreed that Pete the Butcher on Chapel Lane will be approached for 2 x 10 pound turkeys (they were 11-pound last year). FT to contact Pete</p> | FT |
| <p>SW to contact last year’s volunteers to see if they can commit to helping again.</p> | SW |

| | |
|---|---|
| <p><u>Raffle</u></p> <p>Last year 2 volunteers rounded up prizes. This is a time consuming job so it was agreed that a request for prizes will be sent to ALL parents. If you know any local businesses who would be willing to donate an item / service / experience then please let your class rep or SW know. SW to post in FB</p> <p>SW to create headed paper and mailshot to local businesses</p> <p>SW agreed to collect all prizes</p> | <p>Parents</p> <p>SW</p> <p>SW</p> |
| <p><u>Santa's Grotto</u></p> <p>SW to check with Mrs Dale & Mrs Bradley if they are happy to run this area again, SW to also liaise with Mrs Lloyd regarding creating the grotto.</p> <p>Santa is required – if any Dads / Granddads would like to do it please contact SW</p> <p>Presents for the Grotto were discussed – last year a junior got a selection box and a Reception child got a book. It was agreed that all children will receive the same. A lengthy discussion was had around giving something eco-friendlier / healthier however it was agreed for cost and ease then it would be a selection box for all – if anyone has any ideas feel free to let us know</p> | <p>SW</p> <p>Parents</p> <p>NOTE/ Parents</p> |