



PTFA Meeting Minutes
6.30pm, Monday 17th June 2024

Present: G.Youlden (GY), R.Honey (RH), K.Bush (KB), X.Kunaszkiwicz (XK)

Apologies Received: K.Hall, M.Borojevic-Gray, H.Reynolds, P.Fazzani, K.Yeo

1. Summer Fayre:

- Stalls:

(GY) ran through the stalls that we have running at the fair. In addition to the usual activities, Gemma has made new games - Target Shot (using Nerf Guns) and Roll a Ball.

(GY) BBQ needs replacing, (XK) Asked whether we needed to replace the BBQ? Could we instead part cook the food then use disposable BBQ's – which was agreed.

(KB) suggested disposing of the old BBQ in the skip which is currently at school. We need to ask whether this is ok.

(GY) preloved clothing stalls to be unmanned, the same as last year.

(GY) Hook a Duck game, this year we have mini ducks to give out as a prize – the game is free to play.

(GY) We may not be able to run Hoopla this year, due to lack of prizes. (XK) suggested that we have 'win / no win' tickets under the items – to save the need for lots of individual prizes. (KB) noted that at a local fayre she attended, they have cans of drink as prizes – which can be purchased cheaply.

(XK) suggested that we run a sweet stall, as in previous years – offering penny sweets, charging 50p for a small tub, £1 for a large tub. This was well received, sweets will need to be added to the Booker order.

- External companies / entertainment:

(GY) we need to confirm how much we are charging for table hire at the Summer Fayre. (RH) added that she believed anything under £30 was a fair price. (KB) commented that we charged £12 per table at the Christmas Fayre.

(GY) We have booked 'Big Boy Blue' ice-cream truck, they have confirmed that they will pay a donation this year.

(GY) Torbay Hospital Radio will be at the event again, this year they are to be positioned in the bottom playground.

(GY) Mane Events are providing two free inflatables for use, which will be positioned in the top field.

(GY) we need to find a face-painter. (XK) commented that this generally seems a difficult task each year.

- Raffle:

(KB) Ran through the list of prizes that have been confirmed.

(XK) suggested that we buy prizes with the gifts of money donated, such as a scooter / air fryer?

(XK) kindly donated a museum voucher to the raffle.

(GY) kindly donated a large box of chocolate liquors to the raffle.

(XK) could we collect vouchers for services? For example, Glynis at the Wool Shop – could she offer an hour teaching how to knit / sew a button? Alex at the garage, showing how to complete basic car care tasks?

(KB) will put together some thank you posters, to post on social media - which will hopefully increase prize donations for the raffle.

- Outstanding tasks:

(GY) Hampers need to be made for selling / raffle.

(XK) noted that people usually leave the fayre as the children are hungry. Can we offer other food options, in addition to the BBQ? Could we ask local companies, eg. Zaap Tai or provide our own lunch boxes / cheese pasta / jacket potatoes for example? (RH) packed lunch boxes are a good idea, but questioned what would happen if boxes weren't collected on the day / people hadn't pre-ordered?

(GY) we need price stickers printing (RH) offered to help with this.

(GY) Tombola tickets need to be added to prizes.

(KB) offered to use last years template, to write a list of tasks to be completed prior to the Summer Fayre – which can be added to PTFA Lite.

(GY) we need 8 empty wine bottles for the Water or Wine Game (RH) kindly agreed to complete this task.

(GY) needs to order TENS licence.

(GY) we need to look out for special offers on canned alcohol for the bar.

(KB) noted that the cool box has gone missing, we need to find an alternative.

(GY) updated that the existing pallet bar has been thrown away (XK) suggested using a table instead, which was agreed.

(XK) the family races are normally not very well received – can we offer prizes, such as a free drink at the bar for the adult race, to provide an incentive? This idea was well received. (KB) commented that with Torbay Hospital positioned on the playground where most of the people are, they may be able to interact with people, to encourage them to go up and join in with the races.

(GY) posters, flyers and price list need to be put together. We also need allergen notices.

(GY) a volunteer list for monitoring each stall needs to be put together and displayed in the staff room / added to PTFA Lite – (KB) offered to do this.

(GY) we need 6 x large cardboard boxes for the Teddy Tombola.

2. Any other business

(KB) is there a contingency plan if the weather is wet? (GY) we will continue with the event but run it inside, using the Year 6 classrooms and Main Hall.

(KB) the library have asked if we can provide them with some uniform to offer the local community during the summer holidays. (XK) asked whether we could offer this service ourselves, coinciding with when the school is open for Wraparound?