



Hawes School Parents, Friends and Teachers Association

Hawes Primary School, Hawes, DL8 3RQ

Registered Charity No: 1051024

Minutes of meeting held on Tue 14th November, 6pm in Chapel Gallery

Present – Jenny Ellis, Lindsey Whaley, Carly Dinsdale, Edie Peacock, Clare Fremlin, Ellie Bates and Steph Donaldson Coates

Apologies – Amie Pye, Katie Iverson, Anna Fagg, Emma Blades, Amy Allen, Joanne Fothergill, Alice Richards, Kerry Ward, Ellie Baldwin.

Halloween party

This went really well and we made a profit of £141.65 and the market hall has been booked for 25th October 2024

Update for the Christmas fair so far

Jenny has been updating the list of who has paid stallholder fee and who needs to return form, copy of insurance and payment. Everyone has been provided with a form.

Emma passed on a message that the Spar will provide mince pies and maybe a prize

Clare will ask her Mum if Cocketts could provide a donation of bacon or buns.

Hammonds butchers have said to message a few days before and they will do something for us, Carly to coordinate.

Raffle prizes at wensleydale creamery to be collected the day before or day of the event.

Refreshments- prices just like football Refreshment prices.

For future events look into the multipack rules please.

Steph has an unopened brown sauce, Carly has the Ketchup, hotdogs and hotdog buns from Halloween.

Anne at the Board has 300 disposable cups with lids, split with football kitchen supplies and use for Christmas. Normal cups can also be used, disposable with lids are better for walking around.

Clare to check on one of the stall holders that she received email from Steph with form and letter. Steph to send Clare a copy to forward in case it was not received.

Chocolate donations will be wrapped for the tombola by Joanne, Amie can provide Christmas wrapping paper.

Game stalls

Chocolate tombola £1 for 5 goes.

Lucky dip £1 a go, double up some prizes so their value is equal to £1 turn.

Guess the weight of the cake, Lindsey has donated and Carly will make an entry sheet.

Number of sweets in the jar, Carly donated the sweets and the jar and will also make an entry sheet.

Decorate a decoration, 50p per go, Carly has pens and glitter for this.

Lolly tree game – Amie has made a start on this, 10p per go.

Bottle top game, Steph to drop lids with Lindsey, Anna has a jar of lids also, do we need more? £1 for 5 turns. Jenny will donate the Haribo, Spar also has stuff 4packs for £1.

Buzzer game, a bit of fun, free to play, check if Gtec have one via Shirelle, otherwise knock it on the head.

Other items needed to be done before the fair

Prize list for the raffle to be updated, need £100 out the bank for the main prize. That will be drawn first, the remaining prizes will be drawn a random using a raffle book.

Need a float per game and a float for refreshments.

Helpers needed for set up Friday, Ellie can help for 1hr, Clare can help with Jack in tow, Steph to ask Fran if she can watch Thomas. Carly can help for 1-2hrs then has to go.

Need to label the chocolate tombola, ask for wine donations.

Post the rota on Facebook to see if we can get more helpers for the Saturday.

Empty and full wine bottles need to be wrapped with similar wrapping paper.

Need a class prize for raffle ticket sales.

Ask Dawn to issue a text asking for raffle tickets back, sold and unsold this Friday.

Steph to draft name labels for tables/games and price lists, send to Ellie to print.

Other admin

Bank - While Carly has been treasurer - 667.90 paid out, licence fee, swimming lesson donation, raffle ticket cost, Hall hire for Halloween, refreshments and other items for Halloween and flowers to thank Alison. 312.55 paid in, Halloween proceeds and Christmas fair stall holder fees paid so far.

Santa - Confirm Christmas Santa can make it on 22nd of December for handing out sweets.

Richmond panto - Clare to check if they need any parent helpers on the Panto day, bus cost £680 will be paid in full by PTFA.

Ipads – this is really important, suggested a meeting for this to be discussed in full with more information. So we can donate as much as possible, bearing in mind the bus, next year's swimming donation and year 6 leavers will all need some funds set aside.

Possible to put on some smaller fundraisers during the year, Beetle drive in February perhaps. Edie to check if the Chapel could be used.

Meeting closed 7.25pm