



ST MARY'S PRIMARY SCHOOL – PARENTS & FRIENDS ASSOCIATION (PFA)

Minutes of the meeting held at St Mary's Primary School:

Tuesday 27th June 2023 at 5 pm

	Agenda Item	Action
1	<p>Welcome and apologies.</p> <p>Present: Sarah Hall, Alice Gordon, Jenny Ashworth, Sarah Shaw, Martin Gordon, Aimée Cordioli</p> <p>Apologies: Sarah Ballantine, Emma Cocks, Louise Watts, Jen Cheese, Nichola Baxter</p>	
2	<p>Actions from the last meeting</p> <ul style="list-style-type: none"> - Overview of the last meetings actions, all actions complete. 	
3	<p>Summer Fair</p> <p>Feedback from each working party:</p> <p>Food & Drink</p> <ul style="list-style-type: none"> - MG has ordered all meat and rolls. - List of ingredients for allergies to be requested from supplier. - Agreed we will provide gluten free and vegetarian option, approx. 20 of each. - MG has ordered drinks from Sedgemoor Drinks. Beer & Cider on tap, still trying to source pump and gas for keg. Coke, Diet Coke, Fruit Shoots and Orange Juice. - AC to price up recyclable pint glasses. <p>Raffle</p> <ul style="list-style-type: none"> - Raffle tickets have been printed and delivered to AG. £1 per ticket or £5 per booklet. - Discussion between board when these should go out to parents. It was agreed that they will go out on Monday 3rd July, 1 booklet per child, with more available from the office on request. - Licence has been obtained and valid for 1 year. - The board will arrange to sell any leftover tickets at the school gate the week before the fair. Possibly Tues, Wed and/or Thursday depending on availability of volunteers. <p>Tombolas</p> <ul style="list-style-type: none"> - Bottle tops will be used for the tombola with numbers 1 – 5. - Discussion around how this will work best and how to get numbers back into the draw in time. - Teddy tombola will be arranged in three areas, small, medium and large. To be arranged on the day. Will either use bottle tops or strips of coloured paper. To be confirmed. <p>Stalls</p>	<p>SS</p> <p>AC</p>



	<ul style="list-style-type: none">- SH will send Dojo messages in the following order, Ice Lolly sale on Friday 30/06, Raffle tickets Monday 3rd July, request for tombola prizes, teddys, books & cakes on Friday 7th July.	
	<p>Date of next meeting – to be confirmed</p> <p>PFA email address: bridgewaterstmaryspfa@gmail.com</p>	
	<p>Meeting closed 6:30pm</p>	