

MINUTES

Friends of St Mary's PTA meeting

Date | time 11/10/18 7.30pm | *Meeting called by* Helen Wallace, Rebecca Farrell, Jemma Rudnicki

In Attendance

Believe it or not...a list was taken...and then loads more turned up, things moved on & the list was left incomplete...failed again. But what a MAGNIFICENT turnout, really exciting to see so many, thank you all for braving the weather & thank you Everyman Cinema for hosting.

Alice Tropoe, Helen Kavanagh, Jemma Rudnicki, Monica Antolin, Kate York, Tracey Garner, Rebecca Mason, Emma Luckhurst, Ruth Evans, Jen Shadrach, Jenny Rourke, Clare Lett, Angie Elrick, Abi Monk, Elke Starr, Nikki Tagg, Cherylyn Morris, Alix Borley, Angela Frost, Emily Taggart-Edmeades, Tabitha Walsh, Fay Prater, Michelle Parfremment, Mary Brophy.

Sorry if I've missed anyone.

Apologies

Jenny Parfremment, Sarah Hazelwood, Joanne O'Reilly, Sarah Butler Merritt, Marie Poole, Andrea Pratt, Maria Packham, Lucy Luscombe, Valerie Adamson, Katherine Hogan, Heidi Smart, Sarah Cole, Jessica Bush, Louise Garrett, Janet Lockheart, Millie Anderson

St. Mary's PTA email address

To avoid too many emails pinging around personal accounts, we would be very grateful if the designated PTA email address could be used from now on –

smoxted.pta@gmail.com

A small technical hitch will hopefully be resolved shortly and emails from Rebecca will stop appearing as Sophie MacTavish! Apologies for the confusion this may cause in the mean time.

Christmas – here we go!!

SANTA'S GROTTTO:

- It was agreed that two Grottos would be better than one due to the volume of children. Marie Poole & Vicky Ellen have kindly offered to run one of them, including the letters home, ticket allocation etc.
- Hopefully we can just use one letter home, divide the requests in half and then allocate tickets/times.
- Jemma Rudnicki has kindly offered to help create the other grotto and will look through the infant shed to see what decorations remain from previous years.
- We discussed the option of having a Mrs Christmas.
- Abi Monk has a Winter scene backdrop that we can use.
- The infants have a 'Santa workshop' scene backdrop.

- Jemma R suggested whilst the children are waiting to see Santa, they could spend their time in 'Santa's workshop' making reindeer food or Santa letters – definitely a lovely idea worth exploring.
- We know some Elves costumes are available.
- Jemma R offered to write a list of Grotto requirements – we can ask for donations of tinsel etc.
- Agreed that the gifts from Santa should be the SAME for both Grottos.
- Kate York may be able to lend her snow machine
- Suggested that Sarah Cole could be asked if there may be any props available from Hever?

HAMPERS:

- We discussed changing the hamper bidding process – perhaps make it more of a silent bidding system?
- Infant classes to do one per year rather than class to reduce the volume – as they are quite space consuming.
- The hampers have been chosen per class & a separate email is to be sent detailing the logistics of Hamper creating – any help needed, do shout.

STALLS / ACTIVITIES:

- These have now been allocated – it was agreed that the infant side should do more 'games related' activities. The list of class choices is below.
- Abi requested that we increase the number of lucky dip prizes as these ran out last year. Looking at the order last year, 224 items were bought + 2x value packs (quantity unknown).
- It was requested that the wrapped sweets are requested shortly after Halloween when there is often a surplus of sweets roaming around.
- It was requested that the chocolate tombola is asked for at the same time as often sweets only are donated leaving us short of chocolate.
- Laura Shakleton has kindly offered to run the BBQ. It was confirmed that a BBQ is available for use, with a gazebo.
- Further silent auction contacts /potential targets were discussed - Squerryes Court, Limpsfield Tennis club, Local Handyman/woman, Idle Hands, Westerham Brewery?

CHRISTMAS CARDS:

Michelle gave us an update on the orders – lots from the infant side, less so from the juniors but still a good number of orders.

Michelle asked as the templates are coming in thick and fast, please ensure that care is taken over the correct fee to pay as a number of orders are incorrect -

- **Pack of 12 A6 cards are £5.00 each**
- **11oz mugs are £6.00 each**
- **Cheques must be made payable to 'The Friends of St Mary's School'**
- **Please remember the deadline is Friday 19th October – any forms received after this date will NOT be processed.**
- **Please ensure your child's NAME & CLASS are included on the order form.**

Parents evening / Open Morning

It seems that the 'going live' of the booking system went successfully.

Thanks is given to all the parents that helped at the 'open morning' last week.

Cake Sales

October 19th is the first cake sale of 2018 academic year with Yr6 & Yr2 to kick off.
If any help is needed, questions answered, do email smoxted.pta@gmail.com.

Bonfire night Disco 02/11/17

Actions:

All – spread the word about the disco when the letters come out – 15th October.

Volunteers to help (earlier or later disco timing):

A list was circulated around the meeting asking for helpers, thank you for volunteering.

- Reps to ask parents if they would like to volunteer their time too.

First Aiders

Helen requested for any parents / carers that are First Aiders to volunteer their time at various events – the first one being the Bonfire Disco, November 2nd. Please email [smoxted.pta@gmail](mailto:smoxted.pta@gmail.com) if you can help.

Financial Update

We are delighted to announce that we now have TWO treasurers! Thank you so very much Marlize Lloyd & Donna Shorey for coming forward – your expertise is much appreciated by all in the PTA.

Marlize is very experienced in the role of St Mary's PTA Treasurer and her wealth of knowledge will no doubt be of great help to Donna.

Any other business / Events?

ST. MARY'S BALL, 30th March 2019:

- Westerham Golf club has been booked.
- DJ has been booked

Thank you Laura Shakleton & fabulous team for organizing.

****Save the date: 30th March 2019, St. Mary's Ball****

COMEDY NIGHT:

- Plans for a Comedy night are well underway, thank you Kate York for organizing.
- We discussed that the junior halls capacity is possibly 120 tops.
- Date proposed is 18th January.
- PTA will provide a bar – The Old Crown to be approached for beer supply.
- The hall will need tables, candles etc. set up prior.
- Ticket price proposed was £12.50 each.

OXTED ADVENTURE:

- The infant & Junior school will be taking part in the fabulous Oxted Adventure on Monday 17th December 6-7pm.

INFANT DISCO:

- Dates are being proposed for this – possibly early March so as not to conflict with the many other events (Comedy night, Quiz night, Barn Theatre show & half term). It needs to be on a Saturday afternoon as it isn't a 'drop off' event.

Other ideas coming forward: Bingo night, Dress swap evening are still ideas worth looking into.

Addendum 1 – Helpers for Bonfire Disco – Friday 2nd November 2018

YRs 3 & 4 (5.15-6.45pm)	YRs 5 & 6 (7.00-8.30pm)
Trish Carter	Jules Iliffe
Karen Percival	Angela Frost
Angie Elrick	Michaela Bartholomew
Michaela Bartholomew	
Helen Kavanah - possible	

Please ask your class for more helpers – the Yr5 & 6 especially!

Addendum 2 – HAMPERS & STALLS / ACTIVITIES PER CLASS

Class	Stall / Activity	Hamper
Starfish	Teddy Tombola	Children's Rainy Day
Angelfish	Christmas Games – game tbc	Children's Rainy Day
Seahorses	Christmas Games – game tbc	British Bake off
Turtles	Silent Auction & Raffle	British Bake off

Whales	Christmas Games – game tbc	Afternoon Tea
Dolphins	Christmas games – game tbc	Afternoon Tea
3W	Biscuit decorating	Indulgence
3R	Bottle Tombola	Silver & White
3L	BBQ	Gin / Drinks
3M	Secrets room	Red & Gold
4H	Style Studio	Relax
4S	Key-ring making	New Years Eve Party
4L	Sweet Tombola	Organic
5C	Secrets room	Christmas
5W	Booze Trolley	Green
Class	Stall / Activity	Hamper
5G	Chocolate Tombola	Warm & Cosy
6MG	Craft & Lucky Dip	Family Christmas Eve
6H	Hall decoration	Movies
6R	‘Adopt an animal’	Date Night
Wrapping paper & Cards	Valerie Adamson	
GROTTO 1	Marie Poole & Vicky Ellen	

GROTTO 2	Jemma Rudnicki	
CAFE		

As you can see, we still need someone / a team to come forward to run the café.

NEXT FRIENDS PTA MEETING:

NEEDS TO BE SET – after half term

ALL WELCOME, PLEASE DO COME ALONG IF YOU CAN.
