

St Luke's Halsall PTA Meeting
16th January 2023, at 7.30pm, in the school meeting room

Present:

Mr Miller – Head Teacher	Katie Hall
Mrs Griffiths – Deputy Head Teacher	Matilde Castineira
Judith Blackwood – Secretary	Neil Tweedle – Treasurer

Welcome and Apologies:

Apologies received from Clare and Nathalie.

Treasurers Report

- The Christmas Fair overall takings were £2671, with a low spend meaning a profit of **£2,477.50!** Well done everyone!

Below is a breakdown of the takings:

	2023	2022
Raffle/Grotto	£832.80	£877.70
Games	£487.60	£577.67
Refreshments	£257.40	£100.60
Hot Food	£255.10	£200.59
Choc Tombola	£262.10	£158.91
Bottle Tombola	£271.40	£198.31
Sweet Pots	£251.10	£242.20
Craft	£43.50	£79.10
Card Stall	£10	

- Also at Christmas, the Christmas Cards raised £600.19 (£699.50 - £99.31)
- Film Night brought in £447.36 (£470 - £22.64)
- Tea Towels currently -£412 (£947 sales, £1359 cost)

- Spend in the term:

Popcorn maker £128

Selection boxes £224.73

Crackers £179.90

DJ £100

Archbishops Young Leaders £720

Thank you to Neil who continues his duties as Treasurer, and who gave up two hours on the night of the Christmas Fair.

Matters arising

- PTA Christmas Fair review

3 fewer stalls this year which didn't impact on how much money the fair made - £2477 in profit. The Choc Tombola made more money than last year, as did the Food and Refreshments, thanks in part to the popcorn machine, which was a huge success. The games overall made more money. The craft stall also paid a contribution.

Improvements for next year:

1. Raffle tickets should go out earlier next year, or at least a week before they did this year, but strangely enough, the raffle made more than on previous years overall!
2. Tickets to Santa's Grotto next year should be paid in cash.
3. Ensure that there are enough (posh) serviettes and paper plates for the curry and for people who want to take away food.
4. The prize stall didn't work, as we ran out of prizes early on.
5. Rules for games need to be drawn up. Consolation prize for every time you play, but bigger prize if you win.
6. Generally, more event planning needed, including creation of a checklist of items needed, and jobs which need doing. Each activity could be packaged with all its equipment and instructions.
7. More volunteers needed for the Monday morning clear-up. Could the clear-up take place on the evening itself, followed by a drink out?
8. People need to understand that they can either pre-book or queue for a grotto slot, so a sign would be a good idea.
9. Need for a 'Head Floater' person on the night, who can direct helpers who turn up on the night and relieve anyone helping for a short moment.
10. The Raffle: We had a lot of prizes but we didn't know until the day what we had. We ended up with about 30 prizes. Challenge of competing within the community with Brownies and other schools etc. who also host a Christmas fair, so there is a need to start earlier. Also, this year there was no big winner prize, so next year perhaps £100 is taken out of the money raised as a Big Winner Prize.
11. Year 6 children who helped out were great and really helpful. Perhaps more Year 6 pupils could be involved to make up for the shortage of volunteers, and to enable helpers to have some time at the fair with their own children. Also it would provide them with the additional experience of interacting with unknown adults.
12. Father Christmas was starving at the end of the evening. This year the grotto was run by people who'd not done it before and who were unaware that Santa needed feeding. More instructions needed for first time helpers!

- Summer Fair

Possibility of Summer Fair following on in evening following on from day at school, but then it was suggested that a Saturday is good for the community, and because people who work wouldn't be able to come on a Friday evening. Card machines to be obtained for payment at stalls.

- Idea of starting Young Enterprise, where a class creates a gift. KH offered to come in and advise on logo design and marketing: an idea would be plant pots decorated by kids

- Exploration of our link with Pritchards, and organise a 'Design a bookmark' for example.

- Movie night was great success
The event raised £470 after costs £430 (£470 - £40 spent on sweets and drinks. Popcorn was a donation from ASDA). The children were reluctant to sit still and watch the film. Maybe next time a different film should be chosen, i.e. one that they haven't all seen.

- Tea towels have made a £112 deficit – 500 were ordered. These need to continue to be sold throughout the year, including the Summer Fair. Again, next time they need to be sold earlier in December.

- Discos.
To take place on Thursday 8th Feb. Jane the DJ is booked. 4.30 to 5.45 for Years 1-3 and 6 till 7.15 for Years 4-6.
Tuck shop available and to be made known before the event. Drinks, crisps, popcorn, sweets,
Maximum of 90 children per session. Tickets £3 per ticket. Payment on Arbor in advance.
KH to make poster and to circulate on WhatsApp groups. Child gets in free if parents helps?
Set up of the room. Toilets by 3 AND 4 others cordoned off.

- School has been buying lots of books for the library, and someone has come in to look at the library and redesign it.

- Discussion about the minibus: what is it used for? For sporting events, for football events, for a trip away. It is useful when another minibus is needed. Do we need it? It is serviced and MOTed. It's a good idea to keep an eye on how much it costs to run it.

Next steps

- World Book Day, 7th March
Swap shop to run again.
Friday 23rd Request for donations
Friday 1st Swap Shop itself.

- Easter Bingo?

- Ladies night in the Autumn. Wreath-making? An evening hosted by Becca Buttons?