

MINUTES OF THE GATEWAY PFA MEETING HELD ON 3rd OCTOBER 2017

Present:

Mrs Overton
Emma Dawson
Abi Page
Sally Nefzaoui
Christine Simpson

Apologies:

Louise Castle
Sam Mahoney

Declaration of Business Interests

N/A

Agree Minutes

The minutes of the last meeting were agreed and signed off.

Matters Arising from Previous Minutes

None

Finance Report

£8055.40 in bank account

Review of Summer Fair

New marquees needed for next year branded with Gateway. These need to be costed.
Inflatables – very successful on the day but new company need to be sourced for next year due to the problems on the day. Maybe get recommendations from other schools/PTAs
Burgers – not to buy from Iceland again!
Time of fair worked well for everyone.
Inflatables, raffle and coconut shy bought in the most profit.

Xmas Fair

Date confirmed for Saturday 9th December 1-4 pm
Ask Colin if he wants to do grotto. If not, book same people as last year. **Emma/Abi**
Raffle prizes to be sourced – **Sally/Abi**
Raffle tickets to go out 13th November – order tickets first week after half term
Letter to go out about Gateway Jars to all parents – **Sally to do asap**
Ask for other donations nearer the date of fair

Stall list:

Refreshments	Raffle
Lucky Dip	Chocolate Tombola
Bottle Tombola	Santas Grotto
Gateway Jars	Key in the Box
Hook a Snowman	Knock Down Presents
Where in the World is Santa	Elf Hunt
Craft Table	Play Your Cards Right
Teddy Tombola	

AOB

Once minutes are agreed, ask Mrs Pilcher to upload onto PFA area of website - **Sally**

Date of next meeting: 1 November 2017

Minutes agreed: **Date:**.....