

Friends of St Michael's School

Christmas Sub-Committee Meeting Minutes

Date: Monday 30 th September 2019	Time: 7 – 8.45 pm	Venue: The Bell, Kingsteignton
Attendees: Pippa Vallance (PV), Sarah Dodd (SD), Laura Beer (LBeer) & Samantha Croxall (Sam C).	Apologies: N/A as Sub-Committee Meeting.	Correspondence: N/A

Topic	Discussion	Action	Who?
	A brief outline of the facts	Clear, but brief list of actions to be taken	
1	<p>Christmas Raffle (Sam C)</p> <ul style="list-style-type: none"> Samantha gave an update on the current list of raffle prizes which has been quite slow to date. 5000 tickets were ordered last time in 2 batches. Not enough to initially send home 2 books per child in the school. Difference in pricing is very minor when ordering large quantities so agreed to order more so that we have more than enough rather than have to do 2 orders. Agreed that as Elysia is so good in making regular donations to us we should add Bakes by Elysia as one of the specified prizes on the tickets by way of advertising for her. Discussion around different places that design the tickets and the fact that there is a company that offers discount to Parentkind members. Discussion around different establishments that may allow us to sell the tickets and a collection tin in there for us to sell to a wider audience. Ideas being The Bell, Barbers opposite school, Forest Fungi, Toddler group opposite school & the petrol station. 	<ul style="list-style-type: none"> Ask Barry for an MOT voucher. Ask local housing developers for prizes/support. Ask Daroma for a hair voucher or hair products. Email Joules re prize. Contact Princess Theatre re ticket donations. Email Aaron at Little Fishes re raffle prize. Design and order 6000 tickets as soon as a one more main prize is secured (aim to send tickets home first week after half term). Put Exeter Chiefs tickets and a Bakes by Elysia donation on tickets. Use this company to order the tickets. Ask Bob @ petrol station. Ask Becca @ Forest Fungi. Ask Gemma @ The Bell. Ask Toddler Group. Ask Barbers. 	<p>SD SamC PV PV SD PV</p> <p>PV</p> <p>PV</p> <p>SD PV TBA TBA TBA</p>

	<ul style="list-style-type: none"> Recap on committee feedback from last raffle on how to send tickets home. Previously agreed to send 2 books home per child in an envelope (to be used to return to school in) with a letter included. 	<ul style="list-style-type: none"> Day to organise tickets and letters into envelopes to be arranged once delivery date is known. Ask Oakford stationers if they would donate envelopes and labels ASAP as Jayne wants to start printing labels for us. 	<p>PV</p> <p>SD</p>
2	<p>Bath Christmas Market (PV)</p> <ul style="list-style-type: none"> To date 22 tickets sold and 27 still to sell. Another 2 months until the trip so plenty of time to sell. Breakfast bags – recap on contents. Agreed need bottles of freshly squeezed fruit juice, fresh croissants and possibly a satsuma or apple. Hard to agree a price until we know how much is going to be donated and what we will have to purchase. Tesco have agreed to donate 50 freshly baked croissants. Nice paper bags with handles needed. Entertainment on the coach – raffle on the way there and bingo on the way back. Christmas music? Refreshments – a small selection of refreshments available to buy on the coach for those who haven't come prepared. 	<ul style="list-style-type: none"> Continue advertising on Facebook and parentpay. Ask Annie/Jayne to put on God's iphone. Chase Asda re fruit juice donations. Alternatively ask McDonalds for OJ bottles. Request a mixture of plain, chocolate and almond. Collect am of coach trip. Ask Tina at Hobbycraft if they would be able to donate. Small selection of raffle prizes to be collated. Check bingo game and cards at home. Selection of soft drinks from store at school to be taken. Think about other refreshment needed. 	<p>PV</p> <p>PV/SD</p> <p>PV</p> <p>PV</p> <p>L Beer</p> <p>L Beer</p> <p>HC</p> <p>PV</p> <p>L Beer</p> <p>PV</p> <p>PV</p>
3	<p>Christmas Performance Refreshments (???)</p> <ul style="list-style-type: none"> Short discussion around what refreshments we should offer as all performances are short and in the afternoon. Possibilities – hot choc (in cups already so just add hot water), cold drinks, mince pies and cookies. 	<ul style="list-style-type: none"> To be discussed further at next meeting. 	<p>PV/SD</p>
4	<p>Christmas Hampers (PV)</p> <ul style="list-style-type: none"> Discussion around hampers for the Christmas raffle to be donated on Friday 29th November in return for non-uniform day at school. Agreed for hampers to be 'Christmas colours' and different classes to be given different colours to bring in. <ul style="list-style-type: none"> Froglets = RED Reception = BLUE Year 1 = GOLD 	<ul style="list-style-type: none"> Event to be added on Facebook. Ask Paul to create flyer to be sent out on Facebook and parentpay. Create list of ideas of items for each colour. Ask for volunteers to help gather items from around the school on Friday 29th November. Need to be DBS checked. Ask Kate if alcohol is allowed in the hampers or not. 	<p>PV</p> <p>PV</p> <p>PV</p> <p>PV</p> <p>PV</p>

	<ul style="list-style-type: none"> - Year 2 = RED - Year 3 = GREEN - Year 4 = SILVER - Year 5 = WHITE - Year 6 = GREEN <ul style="list-style-type: none"> • Eco – friendly – discussion around whether we could source/buy reusable wicker baskets that the winners are asked to return each time? Or if not then cardboard boxes possibly with no cellophane. 	<ul style="list-style-type: none"> • ALL committee members to look into sourcing and FREE or cheap hamper baskets. 	ALL of FOSM
4	Date of next meeting	Wednesday 6 th November, The Royal British Legion @ 7pm	