

CHASA Meeting Minutes 2.5.24

Attendees: Tracey Swiers, Becky Stubbins, Jade Bunker, Vicki Griffin

Apologies: Mrs Judi Jackson, Victoria Cain, Tom Ferreday, Helen Champion, Emma Wilkinson, Fiona Ankers

Quiz Debrief

The amount raised at the quiz was £766.97. Everyone agreed this was a fantastic amount and that it was a great night. All agreed however that it was quite a struggle to sell tickets and we only got about 5 or 6 parents/carers other than the committee members.

Since the event Jonathan has suggested sending out a feedback form to quiz attendees, to include the question of whether they would attend a regular quiz night.

CHASA Donations to School

It was agreed that the £766.97 raised from the quiz would be rounded up to £1000 to go towards the new interactive screen for the school hall. It had also previously been agreed that £500 from the music lesson pot would go towards this so a total of £1500.

We would have liked to have given more towards the screen, but we want to keep a buffer in the account plus ample to cover floats and up-front costs for the fair. Vicki Griffin will apply for the digital grant again in June and if we receive this again, it can go towards the screen as well.

Summer Fair – Saturday 22nd June

Each committee member has their own area of the fair allocated, if they would like they can create WhatsApp subgroups for the volunteers for their area.

Tracey is managing entrance/raffle/token sales/adult and children tombola's (we decided we wouldn't have enough volunteers to run the craft area as well).

Victoria and Jade are managing braids and all the children's games (including jam jars) and uniform stall /preloved toys.

Becky is managing the inflatables, den building activity, school comms and organising donations day.

Vicki G is managing the catering side (including cake stall) and the token production.

Victoria C is managing fair signs in local area, gazebos, and price list/signs at fair itself.

Jonathan is kindly managing requesting/collecting local raffle prizes and sponsorship.

Volunteers

Some volunteers have already come forward, which is great. Each committee member is responsible for making sure there are volunteers/a rota on each stall in their area.

We need as many volunteers as possible so we will need to message the year groups to ask for volunteers to come forward.

Tokens

We are using tokens for the tombola's, games, and inflatables this year at the fair to cut down on the amount of cash. It has previously been agreed to look for businesses to sponsor the tokens (pay for the tokens and have their business name printed on them, these will then be used every year).

Jonathan is putting together an email about this which is due to be sent out to parents and carers this week.

Coffee Van

The Bakehouse coffee van isn't coming to the fair this year, so Vicki has asked Jake's coffee van instead.

Performers

There may be the opportunity for curve dance still to perform at the fair. Natasha is looking into this.

Children's Activities

Action: Becky to ask Mrs Jackson a few questions: 1) if she could ask Mr Shimwell if he would like to run the races again, like last year 2) If she would be happy to be on the entrance with Tracey for the first hour 3) If she could ask which members of staff are able to help at the fair 4) If Amelie would like to run the teddy stall again 5) Ask which day is suitable for non-uniform/donations day.

Vicki G advised Jade which games Tom is planning, including a bean bag game and slime game.

Action: Jade will purchase any prizes etc still required for the games.

Becky has contacted Mrs Helfferich and Jo Brown, who have kindly offered to oversee a den building activity for the children.

BBQ

Vicki has managed to get the bread buns donated by Warburtons. Emma is kindly supplying the rest of the things for the BBQ, including the condiments.

Gazebos

Victoria C to arrange requesting and getting gazebos. We just had one large gazebo last year but we will need two large ones this year, so we will need to ask for the extra one

from Nicky H. Chris Unsworth has a couple of gazebos which we may be able to borrow again and Tom also has a gazebo which we could ask to borrow. Mrs Helfferich has a round gazebo which worked well for the cake stall.

Fair Signs

Victoria C to arrange the placement of fair signs. We have the two big fair banners. It was agreed that one would go in Brandsby and the other one outside St Monicas again. The smaller ones could go on the lamp posts around Crayke and surrounding roads. The fair date will need to be changed on all the signs.

AOB

It was agreed that the next CHASA meeting would be on Monday 13th May 9.30am at St Monicas meeting room.