

MINUTES of MEETING of THE DUNOON PRIMARY PTA held in DUNOON
PRIMARY SCHOOL on TUESDAY 20TH OCTOBER 2015 at 7.15PM

Present: Melanie Drummond Claire Walker
 Chris Barrett Jillian Judd
 Lindsey McPhail Alison Munro
 Elaine Stewart Ayshea Roberts
 Maggie McLay Karen MacGilp
 Andrea Moir

Apologies: Julie Henderson Senga Wakefield
 Katie Martin Ailsa Crofts
 Fiona Campbell Keith Murphy
 Morag McDonald

1	WELCOME AND APOLOGIES	ACTION
	Lindsey McPhail welcomed everyone to the meeting. Apologies were noted.	
2.	AFTERNOON TEAN SUNDAY 25th OCTOBER	
	Claire Walker informed the committee that currently there were four tables of two and five tables of four still available but she would check if any more tickets had been sold. Action The Committee agreed to request that a text reminder be sent out to parents regarding the afternoon tea.	E Stewart
3.	CHRISTMAS CARDS	
	Lindsey informed the group that each pupil's individually designed Christmas card had been sent home along with an order form with various options available; forms have a return date of Monday 26 th October with an expected return date of orders within two to three weeks.	
4.	HALLOWEEN	
	The Committee held a discussion around the P4-7 Halloween disco scheduled for Thursday 29 th October with the following points noted:	

	<ul style="list-style-type: none"> • It was agreed that the entry fee would be £1 and this would include juice and crisps as well as a doughnut and apple. • Stephen will be providing the music. • Lights are still to be sourced • Blacks the Bakers have agreed to provide 120 doughnuts for a small donation. • It was agreed that the hall would be decorated on the Wednesday afternoon so that there is decorations up for all the parties. • The apples will be delivered from Rae's on the Wednesday. • Mel has all the prizes. • Most classes will be making additional decorations. <p>Actions</p> <ol style="list-style-type: none"> 1. Approach the Burgh Hall to see if they have any lights that can be borrowed. 2. Stand to be built 3. Ask if Anne is happy to string the doughnuts 4. Decorations to be looked out 5. Hall to be decorated at 2pm Wednesday 28th October 2015 6. Cups to be purchased 	<p>L McPhail</p> <p>R Oliphant E Stewart R Oliphant C Walker, J Johnson</p> <p>L McPhail</p>
5.	CHRISTMAS FAYRE 26th NOVEMBER 2015	
	<p>The committee held a discussion around the annual Dunoon Primary School Christmas Fayre with the following points noted:</p> <ul style="list-style-type: none"> • Entrance will be set at £2 for adults and 50p for children. • The Fayre will run from 7pm – 9pm • It was noted that Santa's Grotto could be utilised better by moving it from its current location. • Selection boxes will be purchased again this year. • Sourcing suitable tables is a potential issue. • An advert will be put in the Dunoon Observer and Argyllshire Standard for one week. • The charge for tables will be £10 per table. • Lindsey is currently in discussion with Dunoon Community radio to provide someone to compere for the evening and will update the committee on progress. • It was agreed that entry would be through the Learning Centre doors with six tables set up for taking money, each person will be given a ticket that entitles them to a free tea, coffee or juice. • It was also agreed that stewards will be placed at all entrances to direct people to the main entrance and pay area. • A request will go out to parents for tombola and raffle items. 	

	<ul style="list-style-type: none"> • Lindsey suggested using the Dunoon Primary bags for the tombola items. • Lindsey informed the committee that she has already received six enquiries for booking of tables. <p>Actions</p> <ol style="list-style-type: none"> 1. Ask escape if their room can be used. 2. Purchase 200 selection boxes 3. Purchase elf hats from Morrisons 4. Ask Dunoon Grammar School if they have suitable tables that can be borrowed. 5. Arrange transport for the tables 6. 2 banqueting rolls to be purchased 7. Ask the learning centre to use their room as the entrance. 8. Advert to be put in the local paper 9. Set up a facebook event page for the Christmas Fayre 	<p>M Drummond C Barrett C Walker M Drummond C Walker L McPhail E Stewart L McPhail L McPhail</p>
6.	DATE OF NEXT MEETING	
	4 th November 2015 at 6.30pm in Dunoon Primary School	