

Friends of Fairfield PTA meeting

12/11/2025

Meeting minutes:

Welcome and intro (Hannah F and Jess)	<ul style="list-style-type: none"> Both chairs thanked everyone for coming to the meeting The Halloween costume swapped was discussed – it had been popular for both donations given and taken 0 thank you to all those involved The Halloween facepainting had also been very popular (as with previous years) thank you to everyone who volunteered
Accounts (Tom)	<ul style="list-style-type: none"> The treasurer gave a summary of the ingoings and out goings since the last meeting – see appendix 1 for details
Lights switch on stall (Hannah T)	<ul style="list-style-type: none"> Hannah T (secretary) discussed the upcoming lights switch on event The Friends of Fairfield stall will be at Cockermouth lights switch on 23rd November Set up 11am, trading 12-6pm The stall will sell cakes, a lucky dip, facepainting and an 'Elfridges' pocket money stall We are still looking for another facepainting volunteer? Jess H has a friend who will face paint. Also requested a volunteer to make price signs – Charlotte agreed to do this Need the school banner – Hannah T to go to the office tomorrow to pick this up Rota for manning the stall already posted in the WhatsApp group
Christmas Fayre (Hannah F and Jess)	<ul style="list-style-type: none"> Both chairs discussed the upcoming school Christmas fayre - to be held on 6th December 10.30am - 12.30pm We need volunteers for stalls – give your names to Jess and/or Hannah F – Jess to make a rota for manning the stalls Also need volunteers to help set up on Friday evening and Saturday morning (before Fayre starts) - names to be given to Jess and Hannah F Discussed raffle prizes – if anyone knows someone who could donate a prize or approach a local business on our behalf? Hannah F to share a

	<p>template letter that can be used to request raffle donations displaying the charity number</p> <ul style="list-style-type: none"> • Also post in the WhatsApp group businesses that have been asked (so that we do not ask more than once) • Requested a volunteer to make the sweet jar for 'guess the number of sweets in the jar' stall – Charlotte agreed to do this • Refreshments will be donated via the bake-off competition (same as last year) - Hannah T to make a dojo post to advertise (Hannah F will also share this on socials). • Will also make dojo/ social media posts for donations for the tombola, book stall etc – same as last year • Agreed to add Christmas accessories to the donation list this year. These will be free to support the two themed school days at the end of term.
Santa Christmas presents for school (Jess)	<ul style="list-style-type: none"> • Jess to discuss with school ideas for the Christmas presents with Santa. • Mrs Birkett agreed to speak with school and communicate back to Jess
AGM (Hannah T)	<ul style="list-style-type: none"> • Our next meeting will be the AGM: • Planned for 21st Jan 2026 at 7pm in school (teams link also available) • Will advertise again via dojo in the new year • Anyone wishing to run for roles on the committee is invited to stand
Any other business (Hannah F/ Jess)	<ul style="list-style-type: none"> • No other business was discussed