**Christmas Fayre meeting of the Heytesbury Education Fundraising Association**

**Thursday 14th October 2021 8.00pm at the Red Lion, Heytesbury**

**Present:** Camilla Brewer (chair), Helen Rickards (Secretary), Kim Page (Hedgehog Representative), Danielle Maynard, Steve Dodd, Tina Sitwell (Heytesbury Church)

1. It was agreed the Christmas Fayre is to be held at the school on 4th December between 10am and 2pm. Tina Sitwell confirmed that the church is happy to share the event and come and join us at the school. If the school are unable to host the event due to Covid then we are able to use the Church as a backup.
2. Camilla Brewer is to check with school what Christmas decorations the children are able to make during school to sell at the Fayre. Also, historically the children from Badgers have run this stall so we would also be looking for some volunteers.
3. Danielle Maynard suggested running a Christmas Fayre poster competition over the half term for the children to enter. They could then take their entries home and display them to help advertise.
4. The church will have 2 tables of bric a brac type stalls, plus offer savoury food options such as Quiche, sausage rolls, pate etc. The church is also happy to run a lucky dip as they have some prizes available and provide Santa and Elves as a donation to the School. The church also has people to help and trestle tables which we are able to borrow if we need them.
5. Kim Page has made an excellent start to sourcing raffle prizes. Kim also has researched the raffle having a licence which will cost £40 for the year and a book of 1000 tickets printed will cost around £35. The licence will mean that raffle tickets will be able to be sold before the event and therefore hopefully more would be sold as people who aren’t able to go to the Fayre can still buy. The committee voted that HEFA should try it for this year and see how successful it is. Kim Page is to organise the licence and tickets. Danielle Maynard agreed to help Kim try and source more fantastic prizes for the raffle.
6. Bottle Tombola – always popular and will be supplied by a non-uniform day at school on the 5th November 2021. The children will bring a bottle in to school, in exchange for wearing no uniform.
7. Jar Tombola – Again extremely popular in the past and children will be asked to fill an empty jar with prizes in exchange for a Pyjama/Onesie day on the 26th November 2021.
8. Teddy Tombola will run. The parents will be asked to donate teddies for the tombola. It was suggested that tickets would be £1 a go and you would be guaranteed a prize.
9. The committee are to ask previous stall holders if they would like a table at the fayre for the cost of £10 per table. If previous stall holders don’t want a table then we can ask new craft/shops if they would like to be involved but we have to be mindful of space.
10. Glitter Tattoos are always very popular and it was agreed that they should be on offer.
11. Tea/Coffee/Hot Chocolate with Cakes to be available for sale.
12. Parents to be asked for donations of old toys for a toy stall to be run.
13. The committee agreed to buy sweets and bag them up to sell.
14. Helen Rickards and Kim Page to check HEFA stock of old Santa gifts and Glitter tattoos.
15. Guess the weight of the cake – Sally Bond has agreed to make and donate the cake.
16. Number of sweets in the jar, again popular and easy to do so it was agreed this should run.
17. Name the elf, again easy and fun to do. It was suggested Guess the weight of the cake, Number of sweets in the jar and Name the Elf could be on a table together.
18. Danielle Maynard suggested putting a poster of dates and items on the school gate as this was a good reminder for parents which the Committee agreed