Shillingstone Primary PTA

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Shillingstone School PTA

Minutes of Meeting

17th October 2026 2:00 PM

Shillingstone School

Attendees

Jasmine Young (JY)

Lillie Smith (LS)

Sophie Hibbard (SH)

Sarah Vail (SV)

Leanne Pearce (LP)

Sonia Braddick (SB)

Chrystianne White (CW)

Tanya Davies (TD)

Apologies

Lindsay Curry (LC)

Agenda

1. **Doughnut Sale**
2. **Forest School**
3. **New Parent Tea Party**
4. **Halloween Disco**

5. **Break The Rules Day**
6. **Bake Off**
7. **Christmas Party**
8. **Candle making for children**
9. **Wreath and Candle Making Sessions**
10. **AOB**

1. **Doughnut Sale**
    - Profit of £67.20.

2. **Forest School**
    - Very positive response to Forest School.
    - Awaiting visit from H&W for community grant – SH to rearrange.
    - SH to discuss future budget plans with AW.
    - Possibility to have to ask parents for contributions for future terms – dependent on budgets and future fundraising.

3. **New Parent Tea Party**
    - Poorly attended the last two years.
    - Suggestion to have a parents tea party at the start of the year for all parents with a talk by AW.

4. **Halloween Disco**
    - 110 sweet cones made and will be included with £3 entry for each child.
    - Remaining cones to be sold the following day.
    - Karaoke to be set up in Desert Class.
    - Quiet colouring area to be set up in Arctic Class.
    - JY to buy squash and biscuits.
    - SH to sort music.

5. **Break The Rules Day**
    - 13th November.
    - 5 rules, £1 per rule broken.

- Normal uniform apart from rules broken (e.g colourful socks).

6. **Bake Off**
   - Bake off 4th December.
   - 3 categories – Gingerbread Men, Mince Pies, Cupcakes.
   - £1 entry.
   - Prize for each year group.
   - Aprons to be decorated by SB.
   - Excess to be sold at the end of the day.

7. **Christmas Party**
   - 14th December.
   - Jamie Jigsaw entertaining all day in classes and all school show.
   - Presents from Santa have arrived – mix of crafts and magic kits.
   - Food will be provided by parents. To keep this organised, each class will organise and eat their own food. Parents to choose an item to bring in from a list (e.g. sausages, crisps, etc). To be organised in class WhatsApp groups.
   - Santa due to arrive 10:40am.
   - Volunteers arrived 10:30am.
   - PTA to provide staff food (SH to arrange).
   - To buy – napkins and crackers.
   - Presents to be wrapped – old paper needed – request after half term.

8. **Candle Making for Children**
   - CW to run winter themed candle making workshops for children in golden time with the help of volunteers.
   - For years 3,4,5,6.
   - Dates: letter out 21st October, letters and payment back 4th November.
   - 1st Session 13th November, 2nd Session 20th November, 3rd 27th November, 1:30pm.
   - CW to risk asses.
   - CW to organise supplies, cost likely to be around £5 per child (TBC).

- Excess supplies used in adult's workshop

9. Wreath and Candle Making Workshops

- CW to run separate wreath and candle workshops (adult only)
- Dates: Wreath 26th November 7pm – 9pm, Candles 1st December 7-9pm
- Hall to be used – SV to show LS how to use key safe, therefore no staff needed.
- Space for 20 people for wreaths, 10 for candles
- LS to look at QR codes for booking.
- Ticket price to include one drink and nibbles.
- Suggested price £35 for wreaths, £30 for candles TBC.
- CW to source materials, expenses paid by PTA.
- CW to organise nibbles assisted by SH.

10. AOB

- CW suggested a "Frothy Friday" selling hot chocolate after school. To run alongside the bake sale on 4th December. CW to run.
- 10th February 2027 for Movie Night.
- £400 still remains for Jungle Class garden, can also be used for other areas of the school or gardening club. SV to speak to staff.
- Easter Bingo – 20th March 2027.
- Mother's Day – workshops to make something rather than a sale – TBC.
- Christmas Tree for school – AW would like a real Christmas tree in school, LS and SH to ask some local businesses.