

Date of meeting: 19/10/2017



**HARTLEY BROOK**  
PRIMARY ACADEMY  
Astrea Academy Trust  
INSPIRING BEYOND MEASURE

## Hartley Brook Academy Parents' Group Minutes

Guest Speaker – N/A

Agenda Item	Focus	Detail	SLT Response
1	<b>Christmas Fayre</b>	<ul style="list-style-type: none"><li>• Similar games to last year's Summer Fayre.</li><li>• Drinks and refreshments to be made available.</li><li>• Sweet stall / bun stall.</li></ul>	
2	<b>Bank Accounts to date</b>	<ul style="list-style-type: none"><li>• Looked at bank account and made spending arrangements for fayre.</li></ul>	
3	<b>Events calendar 2017/2018</b>	<ul style="list-style-type: none"><li>• Sorted the dates for the calendar.</li><li>• Looked at charity dates with Estelle.</li></ul>	
A.O.B.		<ul style="list-style-type: none"><li>•</li></ul>	

### Action Points

What	Who	When
Sort Christmas Fayre	Danny Slinn	November 2017
Check date of fayre	Michelle Cockayne	October 2017

Date of next meeting: 16/11/2017