



ST MARY'S PRIMARY SCHOOL – PARENTS & FRIENDS ASSOCIATION (PFA)

Minutes of the meeting held at St Mary's Primary School:

Wednesday 17th April 2024 at 5 pm

	Agenda Item	Action
1	<p>Welcome and apologies.</p> <p>Present: Alice Gordon, Sarah Hall, Jenny Ashworth, Emma Cocks, Sarah Ballantine, Sarah Shaw, Jen Cheese, Nichola Baxter, Aimée Cordioli</p> <p>Apologies:</p>	
2	<p>Actions from the last meeting</p> <ul style="list-style-type: none"> - Overview of the last meetings actions, one action carried forward. - Social media post regarding Christmas Jumpers. Discussion around possibility of a social media post incorporating "Spring Clean" for donations of Christmas jumpers etc. It was discussed to add Teddy donation to this post for the Teddy tombola. 	SS
3	<p>Finance Update (Sarah Ballantine)</p> <p>Current balance of £12109</p> <p>Opened a savings account with 4% interest, will move the bulk of the balance over to accrue interest for the reading hut.</p> <p>PFA income from the Colour Run £1349</p>	
4	<p>Colour Run Feedback</p> <ul style="list-style-type: none"> - Very successful event, had positive feedback from parents, staff and children. - Easter Bonnet parade was very well received, and the children really enjoyed it. - Easter competition was well-supported and a very big thank you to SS for organising it. - SS, feedback that would have been better if this was not run alongside another event. It took away the attention from the competition and the winners. If we run this again in the future, it would be nice to run it as its own. 	
5	<p>Disco 21st May 2024</p> <ul style="list-style-type: none"> - Katie will no longer be taking the lead on this. JA, SS, EL, AG will now lead on this. 	



	<ul style="list-style-type: none"> - Martin will be confirming DJ arrangements with Darren. - FS and KS1 Disco from 16:00pm – 16:45pm - KS2 Disco 17:00pm – 18:00pm - Discussion around trying an online booking system, or stick to cash on the day. JA to look into this. - Discussion around dismissing pick up after Disco, if enough staff on site pick up from classrooms was suggested. Otherwise all children in one entrance and out another. - SS to create a Save the Date social media post 	<p>MG</p> <p>JA</p> <p>SS</p>
6	<p>Raisins for Raising Money</p> <ul style="list-style-type: none"> - SB discussed the “Raisin Money” event. Each child will be given a little box of raisins, to eat and then fill the box with as many coins/money as possible. They can do chores around the house to earn money etc. and return the full box to school. - To be sent home before May half term and returned to school/nursery by 7th June. 	
7	<p>Summer Fair</p> <ul style="list-style-type: none"> - Action list has been emailed out by JA - SS to send out a Save the date social media post - SH to check if Dojo Posts are still possible - Discussion around teachers promoting event with children in class. - New banner for Summer Fair as old banner has the old logo. AC to look into prices. - Committee agreed to renew the raffle licence £20.00 - Raffle prizes, every committee member to try and get one prize. - AG to draft a letter for raffle prizes. - Food & drink, AG to lead on this together with SS and SB, NB to ask the kitchen about cooking for us again. - SS to look into burgers and hotdogs - Year 6 games £0.50 each. SS posters from last year can be used again if the same games are run. SH to confirm details for each game, rules of the game and how you win, also what prizes are needed. - Tombola JA & AC to lead and confirm details at next meeting - SS & SB to lead on the Art room 	<p>JA</p> <p>SS</p> <p>SH</p> <p>AC</p> <p>AG</p> <p>NB</p> <p>SS</p> <p>SH</p> <p>JA & AC</p> <p>SS & SB</p>
10	<p>Any other Business</p> <p>Year 6 leavers Celebration</p> <ul style="list-style-type: none"> - SH to confirm with the Year 6’s what they would like to do for a leaving event. We could incorporate some fundraising at this event. 	



	<p>Ice Lolly Sales</p> <ul style="list-style-type: none"> - Frozen Fridays, to resume every Friday after the Summer Fair until the end of term (i.e. starting 21st June) 	
	<p>Next steps/Summary of Actions</p> <ul style="list-style-type: none"> - Social media post “Spring Clean” for donations of Christmas jumpers, Teddys for the tombola etc. - Action list has been emailed out by JA - SS to send out a Save the date social media post - SH to check if Dojo Posts are still possible - New banner for Summer Fair as old banner has the old logo. AC to look into prices. - Raffle prizes, every committee member to try and get one prize. - AG to draft a letter for raffle prizes. - Food, AG to lead on this together with SS and SB, NB to ask the kitchen about cooking for us again. - SS to look into burgers and hotdogs - Year 6 games SH to confirm details for each game, rules of the game and how you win, also what prizes are needed. - Tombola JA & AC to lead and confirm details at next meeting 	<p>SS</p> <p>JA</p> <p>SS</p> <p>SH</p> <p>AC</p> <p>AG</p> <p>NB</p> <p>SS</p> <p>SH</p> <p>JA</p>
	<p>Date of next meeting – 8th May 2024 at 5 pm</p> <p>PFA email address: bridgewaterstmaryspf@gmail.com</p>	
	<p>Meeting closed 6:20pm</p>	