

## MINUTES FROM PSA November 7<sup>th</sup> 2017 at The Bull, Ratby

Attendees: Devi, Lisa W, Emma, Jasmine, Penny, Ali and Clare F.

### Items discussed;

#### **Missing Paddles:**

The Church are still missing their paddles (signs) that we borrowed for the Summer Fayre. Solution is that we will replace the missing ones (6 x A4) and make our own for future events to avoid this situation again. **[Action: Penny and Emma]**

#### **Review of Halloween Disco:**

- Profit made £558 (with the photo booth making £79 of this)

#### Improvements to make for next Disco:

- Photo booth was really popular but printing needs to be improved as the current printer is very slow and does not allow for 'instant' collection as it takes 1minute 30 seconds per photo print and images cannot be taken if printing is happening. Printer to be returned and a new quicker printer to be purchased. Jasmine suggested INSTAX. **[Action: Lyndsey for original receipt?]**
- Printer and paraphernalia to be collected by Devis husband and stored at her home for safekeeping.
- DJ – revert back to the DJ we used at the Summer Disco **[Lisa W]**

### **Christmas Fayre – 15<sup>th</sup> December 2017**

#### **Jobs to be completed:**

- Template letter to send out to Companies for donations – **[ACTION; Penny to get this from Rosie]**
- Send out letters/ emails to list of Companies. Penny to make available the letter so it is 'standard' letter for us all to use. If you send out a letter or talk to anyone please let us all know so duplication does not occur. **[Action: Penny for the list and everyone ad hoc]**
- Raffle Tickets **[Action: Lisa W to order]**
- PSA to ask Parents/pupils for Chocolate for the Chocolate Stall and a coloured gift item for the 'Colour Table'
- Devi to email a list of the stall that were at the Christmas Fayre last year so we can decide what to include this year including the booze sleigh etc. **[Action: Devi]**
- Santa is booked (nice one Lisa W)
- Talk to school about accessible rooms and times/logistics for the Fayre **[Action: Devi]**
- Christmas Crackers – bought last year – to sell as 'make at home' packs at the Fayre. Discussion was whether we could ask the Children to fill and decorate a cracker each **OR** do the sweet bag where by each child fills and decorates a bag and brings it back so they can be sold at the Fayre. Decision was to sell the crackers as sets and do the sweet bag drive with the kids which proves very popular at other schools.

## **The Pastures Field**

The School wants the pastures field to be accessible – what can we do? Does the school have an idea? Could we lead a community project to get the field sorted? PSA to put forward a proposal for the field, when we know what the school wants to do with land. **[Action; Devi]**

## **Pantomime**

PSA donating £850 to the school to help with the cost of the Pantomime

## **Communication in General**

Communication between the School and PSA needs to be improved as a lot of ‘crossed wires’ is happening. We need to work together to obtain clear aims and goals so that we, as the PSA, have clear objectives and the School gets what they want from our fund raising efforts. Devi is going to secure a meeting with Lisa Jones at the School to solve the issues and talk about up coming proposed events including the Christmas Fayre. **[Action; Devi]**

## **PSA Christmas Gathering**

1<sup>st</sup> December at the Plough. Secret Santa of £5.00 (for added fun). If you haven’t told Lisa W that you would like to join us then please do, she has messaged on our Whatsapp chat, thanks **[Action: ALL]**

## **Next Meetings:**

**Tuesday 14<sup>th</sup> November – 2pm at the Library before pick up**

**Tuesday 21<sup>st</sup> November – 7pm at The Bull.**