

**St Peter's Catholic Primary School**  
**PFA**

**Minutes of Meeting Date 06.10.22**

PRESENT	APOLOGIES	ABSENT
Carol Baron Karen Dinsmore Pierina Bayle Christine Crowley Ria Whitehead Katie Johnson Sarah Green Anne M Alex Evans Allyson O'Neil Katarzyna Szejgiec Lieami Rhian Jackson	Debbie O'Kane Sbongile Chisangowerota Georgeta Mutu	

AGENDA
<ol style="list-style-type: none"> <li>1. Present</li> <li>2. Apologies</li> <li>3. PFA Purchases and wish list</li> <li>4. PFA Uniform Exchange</li> <li>5. Cake Sales</li> <li>6. Disco's for the year</li> <li>7. Christmas Fayre</li> <li>8. AOB</li> <li>9. Date and time of meetings for academic year</li> </ol>

	ITEM	ACTION	WHO BY	RAG
1/2	Present and Apologies	Everyone happy. No discussion necessary.		
3	PFA Purchases and Wishlist	<p>At the end of the Summer term the PFA funded a new cover for the school sandpit. The decision to fund this was taken alone and only by KD. This was justified on the basis that time was of the essence and the longer we waited to make the decision, the more we were putting the Health and Safety of our children at risk. KD apologised for not putting the question to the committee.</p> <p>Mr Dowling has put forward a 'Requirement' list of 10 footballs and 10 netballs and a new Hosepipe reel. The committee majority agreed to this. Cost £224.87</p> <p>Mr Dowling has put forward a 'Wish' list of a set of wave mirror panels, 6 balance bikes and 3 garden trolleys, the majority vote again, agreed to fund this. Cost £1189.68</p>		

		<p>Mr. Dowling has also put forward a wish to invest into a set of wall-mounted metal chimes. As these are quite an expensive purchase the majority vote was 'no' but we agreed to revisit this in the new year.</p> <p>Mrs. Sysum has put in a requirement list of 30 weather-proof outdoor playsuits for Adult led Forest play (as opposed to OPAL). The majority vote agreed to purchasing these. Cost £1295.00</p>		
4	PFA Uniform Exchange	<p>KJ informed the Association of why this scheme was set up, how it functions and those that are involved. It appears to be very popular with approx. 165 Facebook members.</p> <p>KJ and RW happy to run. No other help required.</p>		
5	Cake Sales	<p>KD proposed that we have 1 Cake sale per term. RW raised the concern that with the current cost of living, is it fair to ask parents for cakes aswell?</p> <p>CB suggested buying donuts as an alternative option and any left overs could be sold outside the gate at the end of the school day. Suggested Date 18.11.22.</p>		
6	Discos for the Year	<p>Halloween Disco. We will go ahead and advertise disco, despite there being no fixed DJ booked. Confirmed date 14<sup>th</sup> October 2022. Times: 17:15-18:30 &amp; 18:45-20:15</p> <p>Volunteers required for the night: 1 x DJ 2 x On the door 1 x Party Leader 2 x Drinks 1 x Toilet staff 2 x Floaters</p> <p>Cost of tickets: £1.50 or £2.00 on the door.</p> <p>It was also suggested that we run a Family Quiz Night in February. KD to speak to James Baker Walsh (Re: Party Man). Suggested Date: 3<sup>rd</sup> February 2023.</p>	KD and KJ to sort out tickets	
7	Christmas Fayre	<p>Confirmed Date: 3<sup>rd</sup> December 2022 (Last Saturday of the Christmas term. Time: 11:00 – 14:00.</p> <ul style="list-style-type: none"> <li>• Bridget needs to be spoken with to check that she's happy to cook for the event.</li> <li>• Can it be arranged that Polish Cakes are available?</li> <li>• Alcohol Licence to be looked at by RW. RW is happy to pay half if the PFA contributes the other half of the funds therefore</li> </ul>		

		<p>allowing us to sell alcohol at all forthcoming events.</p> <ul style="list-style-type: none"> <li>• Yr. 6 will possibly run 6 stalls.</li> <li>• DOK and KS may possibly run Arts and Crafts.</li> <li>• KD to source Raffle Prizes from supermarkets.</li> <li>• KJ to source a Father Christmas/ Pb could ask her uncle.</li> <li>• CB will put out an article to source Unwanted Gifts and volunteers.</li> <li>• RW will sort a Staffroom notice asking for Unwanted Gifts and volunteers.</li> <li>• PB to check Gambling Licence.</li> <li>• Presents to be given out at Santa's Grotto will be checked by AE.</li> </ul> <p>Non-School Uniform Day (in return for Gifts). Confirmed Date: 25<sup>th</sup> November 2022.</p>		
8	AOB	<ul style="list-style-type: none"> <li>• KJ introduced the idea of Amazon Smile.</li> <li>• KD mentioned that Argos also run an Easy Fundraising scheme.</li> <li>• KJ requested a 21:30 curfew on WhatsApp.</li> <li>• Kids Chocolate Raffle was briefly spoken about. Winner to be drawn after the Christmas Fayre.</li> <li>• Suggested Draw Date: 20<sup>th</sup> December</li> <li>• KJ asked if CB would like Teas and Coffees to be sold at Parents Evening (19/20<sup>th</sup> October '22). Confirmed. <ul style="list-style-type: none"> <li>○ Time: 15:30 – 18:00</li> <li>○ 19<sup>th</sup> October: KD</li> <li>○ 20<sup>th</sup> October: RW and KJ</li> </ul> </li> </ul>		
	Date and Time of next meeting	<p>Tuesday 8<sup>th</sup> November '22 @ 19:30</p> <p>Hybrid meeting</p>		