

---

# FERN HILL PSA

## MINUTES – 19<sup>TH</sup> JANUARY 2017

---

### **Present**

Lumia Kenyon  
Rob Waiting  
Claire Strong  
Rachel Lea  
Kavita Williamson  
Camilla Waterman  
Alan Waterman  
Steph Lawn  
Salma Cranefield  
Panchali Karu  
Robert Waiting

Louise Sullivan  
Caroline McDonald  
Chung Nguyen Morton  
Chris Houlden  
Lorena Casserly  
Joanna Gaskell  
Antonia Confalone  
Beth Wheatley  
Monika Toth  
Kate Bell  
Jimmy Bashir  
Tinu Fakoya

### **Apologies**

Adam Scott  
Nicola Elsdon  
Gayna Bretherton  
Jen Wallington  
Julia Dankl  
Alison Moss

### **MINUTES OF MEETING 17<sup>th</sup> NOVEMBER**

The minutes of the last meeting were approved.

**Buddy system** - still seriously lacking in offers to buddy on events, learn the ropes and therefore handover for the coming year.

Cinema Night is the next big event and there is no-one to learn from Rachel. Will ask again at the next Class Rep meeting but it's late in the day.

Lu to talk with Antonia about possible EYFS event for next year, with a similar format to Cinema Night.

Bounce for Books also needs new person to buddy with Camilla.

### **REVIEW OF EVENTS**

#### **Children in Need**

- £1,129.82 raised.

#### **Christmas Fair**

- Profit of £3640,83
- Year 6 will be given £65 towards their end of year disco, for their efforts in running the glow sticks stall.

### **EVENTS THIS TERM**

**Coffee morning** - all set for Friday week.

**Cinema Night** - Rachel and team to start selling tickets from Monday morning. Everything is ready to go.

#### **Quiz Night**

- All in hand re quiz questions
- Frying Squad confirmed for 8.45 pm service
- Start selling tickets a week before half term. Tickets will also be available from the office
- Need to sort out microphone.

### **Bounce for Books**

- All ready to go - no assemblies or events are planned in the Large Hall for that day
- There will be another call for helpers at the class reps meeting.

### **SUMMER TERM EVENTS**

#### **End of Year Social**

- Will be a Beer Band & Curry night
- Approved payment to band of £300 - we will charge more at the bar to recoup the cost
- Tinu sorting out the curry
- Raise awareness of event at Class Reps meeting.

#### **Dads Breakfast**

- Panchali organising
- Ask at Class rep meeting for a buddy.

### **SUMMER FAIR**

- Alan to head up Fair Committee
- Lu and Salma meeting with Alan next week to begin handover
- Christmas Fair formula of an owner per stall/activity should work again – retain year group ownership for helpers.
- Theme - a Celebration of Sport (tie in with Active Week in May).

### **FUNDRAISING & SPEND**

#### **Fundraising**

- We have raised just over £8,000 since September
- Just under £6,000 for school after adjustment made for Macmillan and Children in Need events.

#### **Spend**

- £300 on Christmas gifts for EYFS & KS1
- Advance of £1000 from Bounce for Books being spent.

#### **Major Spend agreed as follows:**

- Picnic tables & umbrellas
- Playground seating with the school values engraved on them
- Framed enlarged photos of children displaying school values
- PA system (fixed speakers outside plus portable speakers, amp & microphones)
- Sound equipment for Large Hall – wireless or hard wired microphones
- Upgrade for lighting equipment in Large Hall

### **CAKE SALES**

- Raised over £1,200
- Healthy options idea to be carried forward as Mischa not here
- Caroline asked if we should sell books too but we are cautious of changing a system that works so well and is making money.

### **AOB**

- Easyfundraising needs more of a push – will do a spring campaign to encourage people to book holidays via the site
- Discussed cashless payments at PSA events and the feeling is not to go down this route due to costs and technical barriers.
- Everyone who runs an event needs to write a 'how to' guide to be passed on.

### **DATE OF NEXT MEETING**

Thursday 9<sup>th</sup> March at 7.30pm.