

**St Andrew's PFA Meeting Minutes**  
**Held on Wed 16<sup>th</sup> January 2008**

**Present** – Karen, Nick, Joanne, Mr Marsh, Marie, Sam W, Anne, Jane, Dianne, Sam K, Sharon, Jan, Hayley, Alan, Nicola, Alison.

**Apologies**– Sarah H, Suzanne, Cathryn, Annette and Alison Boyle.

**Chairperson**

Thanks to everyone for their help with all the Christmas PFA activities – disco, Mince pie munch, and present wrapping.

Mince pie munch – excellent evening!

Christmas disco discussed by PFA as a group, with the discussion focussed on the incident that occurred during the evening. Everyone very unhappy about the incident, and totally agreed that steps need to be taken to prevent such an occurrence at any future events.

**Head teacher**

1. Mr Marsh expressed his thanks to everyone for the huge effort and support that had gone into so many events. **A big thank you to all.**

2. Calendars – all sold. Final amount raised not yet known.

3. Mr Marsh discussed the disco and the incident that occurred. Some PFA events take place on school premises – school staff regularly support these events, however they are not responsible for controlling security.

4. Summer Show July 2008 – Mrs Roadnight & Mrs Brown are producing a musical this year. There will be no staff/PFA performance at the end of the show. We can't do the same thing each year and this is a really exciting new show for YR6 for Summer 2008.

**Suggestions from the meeting for future events included:-**

1. Not selling alcohol by the bottle.

2. Selling a regulated amount of alcohol per glass. Eg glasses with marks.

3. Reduce length of the evening.

4. Agreed to send out a summary letter to all parents about the events we have held this year, and reminding parents about their responsibility to supervise their own children.

**Treasurer**

Mince Pie Munch raised £274 profit.

Christmas disco raised £601 profit.

This is less than 2006/2007, but we still raised £875 at two thoroughly enjoyable events. Thanks to Cathryn and Nick. Calendar figure not yet available.

Disco – feedback from Bargain Booze – we didn't get costing from them for the disco and they would wish to give us a quote. We need to bear this in mind for future events.

**Dinner Dance – Sat 23 Feb 2008.**

Currently investigating DJ's – Mike Sixsmith not available. Red hall have a resident DJ (£150) – PFA agreed to try to book him.

Sharon spoke about Red Hall being taken over, and gave PFA reassurance that she had our booking details in writing.

Mr Marsh asked if he would introduce the evening and say Grace.

Ticket sales going well – 60 tickets sold so far.

Auction prizes – progressing well – we have ~7 big prizes so far.

Next subcommittee meeting on 4/2/2008 at Jan's.

Tickets will be sent out soon with a reminder about the black and white theme. We are not expecting to raise as much this year, but this is our first themed year.

**Summer Fair – Fri 20 June 2008.**

Alison and Cathryn sharing Chairperson responsibility for the event on the day. Alison 8.30 – 3.30 and Cathryn the evening.

Subcommittee set up – Alison Barnes, Nick, Joanne, Dianne, Sam K, and Nicola. Thanks for volunteering – anyone else who would like to join please speak to Alison.

Ticket sponsorship to be looked at - ? Derek, and Sharon to ask Martin.

Summer Fair subcommittee to meet on Mon 25<sup>th</sup> Feb 8:30pm at Jo Clements.

**Fashion Show - Thurs 1 May 2008.**

Claire Bolton organising this event. Letter and publicising of the event required. Sam W will do letter – needs Claire to provide details and liaise re letter content

## **Other Events**

### **Easter Egg Bingo – Thurs 13 March 2008**

Dianne Ellithorn to organise, and check re gambling licence.

Ticket Price – Adult £1 and Children 50p.

Letter to go out w/e 18 Feb 08. Dianne to give letter details to Sam W.

Nick to ask Tony to be bingo caller.

### **Valentines Disco – Thurs 7 Feb 2008.**

Alison Barnes – to ring Mike to check OK to DJ.

Letter to go out w/c 21 Jan 2008 – Sam W.

The day is to be a non-uniform day. PFA will prepare 20p sweet bags and get drinks.

Alison asked if staff happy to help with KS1 disco – Mrs Graves agreed.

Disco times - KS1 2-3pm and KS2 3.20 – 5pm.

### **Wine tasting event.**

Jo to contact the Vineyard re a date in April – Fri 18<sup>th</sup> or 25<sup>th</sup>?

We would get a % of the ticket sales and a % of any alcohol sales.

Ticket price agreed at £10. Jo Clements to provide cheese and biscuits/nibbles for the evening.

### **KS2 Cake Sale – Wed 19 March 2008.**

Sam W to do letter. Sarah Heib to be asked if she can do two pictures for an Easter colouring competition for KS1 and KS2.

### **Ice-skating**

Alison Barnes has requested new prices and details, so we should have more info for the next meeting.

PFA have queries re insurance and first aid requirements, which may be answered when we have the new info.

### **Treasure Hunt**

Discussed whether to do a treasure hunt this year or look at other outdoor family activities such as a ramble or orienteering. Alan offered to devise an event including a walk, and clues going from school down towards Nuttall Park. Alan will liaise with Nigel to see how/if he would want to be involved.

Date agreed to hold this is Fri 16 May 2008 (end of SATs week)

### **Charity Registration**

Nick currently following up charity registration.

### **Plant Sale**

Date for this year's plant sale has been decided – Thurs 8 May 2008.

Mrs Graves to contact Garden centre to book this.

### **Projects.**

Many possible projects were discussed, and Alison has asked for the wish list to be put into priority order.

Possibilities included - projector for hall, new tables for hall, interactive white board for computer suite, sound/lighting for hall, changing facilities for older children, outside shelter, attic renovations, library books, child friendly video cameras to support ICT based learning, magazine subscription linked to language/multicultural activities.

### **Any Other Business**

1. Some school /PFA letters not reaching home via the children. Sam W will contact Jeff Williams re them all going on the website, and ensure all PFA minutes are on the website. Letters to be put on the new school notice boards.

2. Sharon commented on the danger of the cars parked on the school side of Nuttall Lane. Mr Marsh agreed to follow up this feedback.

3. Mince Pie Munch – concerns re fire regs during the event due to close tables and lots of people. It was decided to relook at the layout for next year. ? Should we consider running it over 2 nights.

4. 100 Club now drawn in assembly.

Meeting finished at 9:30pm

**NEXT MEETING Monday 3 March 2008 at 7:30pm**