

Pensilva Primary School P.S.A.

6th November 2017

Attendees: Tess Andrew, Tania Bunkham, Sharon Hall, Nina Oxenham, Helen Tubby, Di Scott, Carrie Hicks, Kelly Miller, Lynda Campbell, Cathy Swinburne, Vicky Payne, Sarah Evans, Tida McCarthy

Apologies: Alex Putna, Karen Lawrence

Items from previous minutes discussed:

Fence

This is still an ongoing issue.

Di has received quotes for the fence in various forms, which the swimming pool fund could pay for.

However the funds will NOT cover the cost of erecting the fence, which is a considerable amount of money; Di is waiting on a written quotation from Luke Furze for this piece of work but this is currently estimated to be about £2,400, plus the cost of managing the trees on the wall, which is again estimated at about £500.

PSA awaits a decision from Teresa Clinick as to whether the school can cover the erection costs.

Potentially, if the school cannot supply the extra funds needed to complete the project, PSA may need to rethink what to do with the remainder of the swimming pool fund.

Treasurer:

Cool drinks and cakes were sold at Sports Day, and refreshments provided at the Summer Fayre/Enterprise Day.

Film Night on Gala week was a huge success, and was felt to be something we could do on a more regular basis.

End of year discos and Leavers Prom went well, Tania reminded those present that it will be up to the Year 6 parents to organise and fund what the Leavers event will be this year.

Harvest Festival refreshments was a good fundraiser. Most of the current stock of sweets etc was sold at this event; more stocks need to be purchased for refreshments at Christmas Performances and to sell at the Christmas Fayre.

PSA was pleased to fund the Year 6 Leavers Hoodies and the Year 6 Woodlands Trip, as it does every year. PSA also provided money per class for Enterprise Week.

Other extra requests from school, such as ice cream money for a trip to Sterts, were turned down, partly from a lack of timely communication between the school and the PSA.

As discussed at the last meeting, it was agreed that it would be helpful to have prior notice to any potential requests for money.

Action: Tess to create a form, to be handed to Teresa Clinick, for future requests from the PSA.

It was discussed that PSA never had feedback from the money per class that was provided for Enterprise week.

Action: Helen to request feedback from Pensilva School as to what profits were made, and where each class's profits were spent.

Possible Fundraising Ideas:

- Clothes donations – Nina still willing to pursue this line of enquiry, but possibly not until January

Action: Nina to look into clothes donation

- Wine tasting/Gin tasting/cocktail tasting evening
- Future film nights

Next film night provisionally arranged for 7th December, although this date seemed problematic for a lot of the PSA members and therefore is subject to change. The film will be Polar Express; we are asking children to come in their pyjamas and bring a sleeping bag and a pillow. They can also bring their own mug for their hot chocolate. Tickets on sale from the school office and at the Christmas Fayre.

Action: Kelly to create a Polar Express ticket template for school to sell. Tess to write information to be included, ie reply by 1st December. When we know numbers, we can then purchase correct number of hotdogs and rolls. Di offered to cook the hotdogs.

- Refreshments at Christmas Performances – Tida offered to make mocktails, and will provide mince pies to sell; she also offered to ask if we can sell any alcoholic beverages. Nina offered to make Christmas punch.

- Christmas Fayre – 1st December 2.30 – 5pm. PSA members available at this time: Tania, Nina, Vicky, Di, Lynda, Sharon, Cathy. Carrie, Tess and Helen can help from 315; Sarah can help later to clear up.

Action: Tania and Nina to go to wholesalers to purchase sweets to make gifts for Christmas Fayre. Nina to look into discount possibilities from contacts.

Any ideas for gifts that could be made by the children are welcome; also PSA members may need to volunteer time in school to facilitate this. Some ideas from tonight included decorated tea light jars, glitter pine cones and paint your own tree decoration from Poundland.

Helen to make fudge.

Vicky offered to make hot chocolate gift cones.

Karen Lawrence to provide Christmas cake.

Tania to advertise stall space on Facebook, order sweet cones, and do sweet kebabs.

Tida and Cathy will do glitter tattoos and nail painting.

Decorate your own biscuit for Santa

Donations for cakes to be requested from school – Helen to ask Emma Mathews to put a request out on the app.

Vicky and Carrie to start writing to potential donors for raffle prizes.

Chocolate donations to be requested via the app for tombola.

Colouring competition – school to print out colouring sheets, to be sold from school office and at Christmas Fayre for 50p.

Present room – donations of potential gifts to be requested, then purchased by the children and wrapped for their grown-ups.

Nina offered to remind parents of the donation requests by bringing a Christmas box into the playground to put donations in.

Teddy Tombola – requests to be sent out via app.

AOB

Children in Need

Christmas Jumper Day will be on 15th December this year. Pensilva School will be supporting this cause, asking children (and staff?) to wear Christmas jumpers to school and to donate £2. It was suggested that to facilitate collecting donations, members of the PSA could collect money

as the children line up to go into school. Information regarding all of this could go out in a newsletter.

Action: PSA members to be present in playground on 15th December
Helen to check these arrangements are acceptable to Pensilva School, and to request the information go in a newsletter.

Shoes for Africa

Di had looked into this scheme, but it was agreed that this was not something Pensilva School will support at this time.

Mary's Backpack scheme

Those present thought that this scheme went well, and could potentially become something that Pensilva School regularly supports.

Action: Helen to discuss with Ailsa Tween

PSA cupboard

Action: Di and Helen to sort through PSA cupboard to provide storage space for items purchased by PSA.

PSA meeting date/reminder

It was noted that reminders for this meeting were neither written on the chalkboard nor sent as reminders via the app.

Action: Carrie to talk to Emma Mathews to ensure reminders for future meetings do appear everywhere

Next meeting: Monday 20th November at Tania's.

- we'll be stuffing sweet cones for the Christmas Fayre ☺

Meeting closed at 9:15pm.