
FERN HILL PSA

MINUTES – 17TH NOVEMBER 2016

Present

Lumia Kenyon
Adam Scott
Nicola Elsdon
Rachel Lea
Kavita Williamson
Camilla Waterman
Alan Waterman
Steph Lawn
Salma Cranefield
Mischa Dohler
Robert Waiting
Lenka Cato
Louise Sullivan
Caroline McDonald

Apologies

Jen Wallington
Kate Bryden
Monica Toth
Susan Roscoe
Julia Dankl
Tinu Fakoya
Antonia Confalone
Alison Moss
Sue Dean
Panchali Karu
Beth Wheatley

MINUTES OF MEETING 5TH OCTOBER

The minutes of the last meeting were approved.

COMMITTEE ROLES

Cinema Night

- Rachel Lea to organise BUT someone needs to buddy up with Rachel. Class Reps meeting on Monday 21st November so will see if someone can help.
- Timings: 5pm to 7.30pm. Film tbc – Kate to advise next time. Mischa to report back on virtual world event.
- Lu to talk to Antonia about an EYFS event.

Bounce for Books

- Alan and Camilla to run.
- Needs another buddy to pass on knowledge. Rachel Cook will help.
- Speak with Lara on what's been booked so far (bouncy castles?).

End of Year Parents Party

- If the band are still together Rachel Lea will organise and Salma will help.
- Plan B will be an end of year disco.

REVIEW OF EVENTS

Dad's Breakfast

- 237 registered, 250 attended (139 children, rest were adults). Lots of Reception dads came.
- Great event, very well planned and run - £204.83 profit (£438 in donations).

Suggestion put forward of having a Mum's Breakfast. General thoughts were that this may dilute the special nature of the Dad's Breakfast which only occurs twice a year. May also struggle to get 'dad' helpers to run the event (very early 7.00 am start).

Fireworks Night – overview present by Alan Waterman

- Increase in net retained income of 43% despite not receiving any event sponsorship.
- Event had 27 helpers for before, during and after, not including teachers.
- 857 tickets sold, split approximately 50/50 between adults/children.
- Various suggestions have been received on improvement for next year which will be looked at nearer the time.
- Every stall made a profit except the café.
- Cap of 900 tickets for next year's event.

Cauliflower Cards

- 129 orders received, profit of £254.16.
- Less than last year which was 146 orders.

EVENTS THIS TERM

Children in Need – OK for helpers on gate donations and cake sale.

Christmas Fair

- One person in charge of each event with Salma overseeing.
- All helper grids have been circulated.
- Tombola collection day scheduled for 2nd December and help finalised.
- Tulip room availability TBD for tombola donation storage, ticketing and event prep.
- Christmas tree sale booked with Niki Cochrane for 3 x weekends in December.
- Steph and Beth will organise teachers' hampers.
- Raffle hampers bought. Tickets go on sale in the week running up to the Fair.
- Tree for school reception area – School Council will decorate. Tree for Meadow Room (Santa's Grotto) – will be decorated by PSA prior to Fair. Both trees to be delivered Saturday 3rd December.
- 83 boards up advertising the Fair @ £10/board (up from 57 last year).
- Alan Waterman reported that Neil Gibson expressed an interest in being invited to a school event given Gibson Lane's ongoing sponsorship of school. After discussion, Adam advised that this is a school and Governor's decision and will be included as part of an agreed Sponsorship Policy driven by the SLT rather than PSA. Adam will approach Neil Gibson.

FUNDRAISING AND SPEND

Literacy – Mrs Naik is managing the purchase of books and has an advance of £1000 from Bounce for Books 2017 to enable her to take advantage of good deals running now via the websites she uses to make school purchases.

Major spend 16/17 – sound mics for large hall – Mischa/Adam/Camilla's cousin to meet and agree. PA system – Adam researching for outside use.

Class Reps – Robert advised that the Parent Forum meetings needed more input from Parents – will look to obtain feedback. School diaries will be revamped – one suggestion to make it easier for left-handers to use is to move the binding from the spine of the book to the top (much like a reporter's pad).

Cake sales - have performed better than previous years. Mischa suggested that we look at offering more healthy options. Will be added for the next meeting agenda.

Easy Fundraising - need to get more people signed up – currently at 78, up from 41 in October. All PSA committee members and staff should look at joining.

DATE OF NEXT MEETING

Thursday 19th January at 7.30pm.