

PSA
Venue: ICT Suite, St James
Tuesday 18th September 2018 – 3:15pm

Present: Jeremy Payne, Victoria Leamon, Allie Stopler, Libby Woolner, Emma Johnston, Roz Parsons, Jane Scanlan, Judy Parfitt, Hannah Muir, Annette Hunswick, Rebecca Wadey, Sarah Meyer, Rebecca London, Melania Dmyszewicz-Nascimento, Emilia Vartiwivc, Amy Vicefield, Helen Humby

Apologies: Angie Howard-Tomes, Susie Kirby, Michelle Crawford – Ellis, Sarah Dewey, Jo Garo-Falides, Rebecca Weigh, Gemma Harrison, Catherine Wood, Sarah McDonald, Kerry Smith

(CC: Alastair Brown, Jeremy Broyd, Peter Leddin,)

JP opened meeting with prayer.

VL chairing today's meeting in absence of a chair.

A big welcome and thank you to all today's new attendees.

VL announced Treasurer and Chair Positions Vacant

Rebecca London has volunteered for Treasurer. VL to put in touch with MCE for discussion and handover.

Post meeting note: Hannah Muir also accepted as Vice-Treasurer

Jane Scanlan has volunteered for Chair position.

Nominated by Victoria Leamon

Seconded by Allie Stopler

Positions gratefully accepted by committee!

VL and JP gave brief introduction to the PSA and the way we are trying to run.

VL confirmed we've had a great response for class reps this year, but we need a few for reception and only 2 for Year 1.

RW volunteered for reception.

VL explained that unfortunately due to loss of treasurer we don't have a current up-to-date accounts sheet, plus as also there weren't any members responsible for last few events attending today's meeting, so we would be unable to discuss and review last year, but that hopefully we can move this forward to the next meeting.

EJ confirmed she has booked the next "**Bags to School**" for the 31st October. Committee to spread the word.

JP confirmed each class has either completed or is on track to complete all **Christmas card designs** for AHT to collect on Friday 28th September.

JS asked about potential upcoming **mufti days** to raise money. KS has submitted request we run one to help raise money for the damaged memorial cross. JP confirmed that he thought money had been raised for this already now and that the re-construction will actually be a lot safer

structure.

The school will also be running a WWI project to coincide with the centenary and that the school would be holding a mufti day for “**Help the Heroes**”. **DATE TBC**

There will also be a mufti day to raise money for the **Christmas Tree**. **DATE TBC**

Next upcoming events to be discussed:

Activity / Family Fun Night - Friday 5th October

VL leader

VL gave brief description to new members and confirmed that she will email round with further instructions and allocations of stalls to each year group rep to organize games and helpers etc.

Rachel Preston applying for **alcohol license** and completing **risk assessment**.

Allie Stopler has volunteered for BBQ. VL to ask JGF if Andrew will assist again?

AS also stated that Katie Gosling from Year 4 would likely run Pimms tent.

VL to ask SD if she is happy to do refreshments purchasing. Jane Scanlan happy to help with this.

Rebecca Wadey has a Bagatelle she can bring.

Film Night

Provisional date set for **Friday 30th November**

Need leader

Need to choose Christmassy film

EJ raised concerns regarding equipment and VL informed JP that committee had previously discussed possibility of PSA purchasing DVDs as for full school use as well as for PSA events. JP confirmed he is currently getting quotes to overhaul the whole sound system and will come back to the committee if funds would be best spent there?!

Christmas Craft

VL to check with AHT if she is happy to run this this year.

Potential dates TBC - Tuesday 4th December or Wednesday 5th December?

Shadow person required to work with AHT to take over in the future.

This is a lovely event which is run in the day time where each child get the opportunity to come and make a Christmas craft to take home to their family.

Winter Wonderland

Date set for Friday 14th December 3:30pm - 6pm

VL to lead

Christmas events and activities to be discussed at the next meeting.

- **Film Club**
- **Christmas Crafts**
- **Christmas Tree Mufti**
- **Advent Calendar - Christmas gifts for the children (Helen Hall?)**
- **Christmas Party (Father Christmas)**
- **Winter Wonderland (Mufti)**
- **Y5&6 Candlelit service**
- **Christmas Social**

NEXT Meeting: - TBC