

MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

Committee Meeting

18/04/2023 8.00pm | Meeting called by Karen Wardley
Minutes taken by Karen Wardley

Attendees

Committee

Karen Wardley (Chair) - Andera Morrison (Vice Chair) - Jo Pollard (Secretary)

Other Attendees

John Sharrock – Claire Moule – Rachel Malloch – Sabita Passi Patel – Sara Hartigan

Apologies: Tracy King (Treasurer)

Item	Agenda item	Discussion/update	Actions
	Coronation Ball	<p>We have enough volunteers for all discos except 5/6 where we are short by 3. Not all Y6 able to attend so ok to go ahead.</p> <p>Tickets to go on sale asap and then be sent home in book bags.</p> <p>Expand tuck shop to Y3/4 disco. Look at creating a price list in advance and sharing to parents so they know how much money to give their child/ren.</p> <p>Create a volunteer checklist to send out to volunteers in advance of the disco and have copies available on the night.</p> <p>Discussed creating a volunteer DBS database but too much work and be out of date immediately.</p> <p>Ask parents to write a password that only the adult collecting will know as added security. In event child can't</p>	

		<p>identify the adult collecting we ask for the password.</p> <p>Have parents collect by year group. Will need to create two lines outside one for entering the next disco and one for parents waiting to collect.</p>	
	<p>Summer Fair (midsummer themed)</p>	<p>Games – tombola, raffle, teddy tombola?, tin can ally, racing fairies? Pull back fairies?</p> <p>Andrea is going to ask students to be fairies and do some of midsummers dream in arena.</p> <p>We will need 2 microphones.</p> <p>Sarah said she could ask some of the makeup students she knows if they can help us out with facepainting.</p>	<p>All – Think of game ideas</p> <p>AM – To arrange midsummer night fairies</p> <p>SH – to look into facepainting</p>
	<p>Y6 Leavers Disco</p>	<p>We need to get some class of 23 balloons</p> <p>Food – we need to find someone who will donate free food or do us a deal.</p> <p>We would like a selfie station, maby a selfie mirror</p> <p>Food – KFC, subway? Steven sponsor selfie frame. Decorations £110</p> <p>Look into cost of balloon arches or maby a flower arch instead.</p> <p>Could we do mocktails?</p> <p>Do sweet cones again, look at buying them rather than making them this year.</p>	<p>JS – to look into pricing for selfie mirror hire</p> <p>KW – To ask Steven at SJ if he hires them and if so how much.</p> <p>KW or JP – to look and price them up next time in Hancock’s</p>

	Any other business		
	Next Meeting	Tuesday 2 nd May at 8pm	