

# MINUTES

TRINITY C OF E/METHODIST PRIMARY SCHOOL

PARENTS and FRIENDS ASSOCIATION

## Committee Meeting

05/04/2023 8.00pm | Meeting called by Karen Wardley  
Minutes taken by Karen Wardley

### Attendees

#### Committee

Karen Wardley (Chair) - Andera Morrison (Vice Chair)

#### Other Attendees

John Sharrock

Apologies: Jo Pollard (Secretary) – Tracy King (Treasurer)

Item	Agenda item	Discussion/update	Actions
	Easter Bingo	<p>Easter Bingo went well.</p> <p>Change was a problem on the night. TK was unable to drop of the change float due to covid.</p> <p>KW and JP need to submit expenses so we can remove these from the amount we took on the night to get the total raised.</p> <p>Post amount taken on night on Facebook.</p>	<p><b>KW &amp; JP</b> to submit expenses</p> <p><b>KW</b> to post total on Facebook</p>
	Coronation Ball	<p>Swapped the Y1/2 &amp; Y3/4 discos around so the Y3/4's are in the later time slot as suggested by a parent.</p> <p>Need to confirm DJ and arrange Tuck.</p> <p>For tuck fruit shoots/T cups as drinks Crisps for snack all included in ticket price.</p> <p>Y5/6 disco have an additional tuck</p>	<p>KW to confirm DJ hire</p>

		<p>shop sell of stock of fizzy cans and candy floss.</p> <p>Keep tickets at £2.50</p> <p>We need 20 volunteers per disco to run.</p> <p>Tickets to go live 27.04.23</p> <p>We need to look at how we do entry. Can we use wrist bands? Could these possibly go in book bags?</p>	<p><b>KW</b> - to put out a request on social media and review numbers at next meeting.</p> <p><b>KW</b> – To discuss bands going in bags with Mrs Wright</p>
	Summer Fair	<p>We need to confirm DJ hire</p> <p>We need game ideas. and to start getting raffle prizes and stall holders.</p>	<p><b>KW</b> – To Confirm DJ</p> <p>Everyone – think of ideas for next meeting</p> <p><b>KW</b> – Send out donation request letter to list of local businesses &amp; post across social media in stall holder/event groups.</p>
	Y6 Leavers Disco	<p>AM spoke to Geoff DJ and he has sent a booking form across.</p> <p>Community center has been booked.</p> <p>All parents have been given the date and asked to return consent forms.</p> <p>We need to make sure we have medical consent forms for anyone needing medication.</p> <p>Could we get some of the parents involved with arranging things like food/decorations ect.</p> <p>Can we look at getting a selfie station.</p>	
	Any other business	<p>Ideas for PFA</p> <p>More general promotion of PFA</p> <p>Do a who are we</p>	

	Next Meeting	Tuesday 18 <sup>th</sup> April 2023	
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