

## PSA Meeting

### Shavington Primary School

Monday 18<sup>th</sup> April 2016

**Attendees:** Nicola Cooper, Danny Nightingale, Sally Nightingale, Tina Riley, Linda Rowe, Rachael Nicholls, Melvin Latham, Robin Ashcroft and Steve Lee

**Apologies:** Nick Riley, Mel Bunker, Sian Smith and Alison Peak

#### 1. Easter Bingo

Despite low attendance the Easter Bingo managed to make £221 and everybody went away with prizes. Thank you to all who helped, attended and donated prizes it was a great night for both the children, parents and Mr Thomas!

#### 2. Summer Fayre (Fri 08<sup>th</sup> Jul)

##### Stalls:

Sally has spoken to Kev at Catch a Quad regarding what he has to offer and their availability for the 8<sup>th</sup> July. He doesn't have the Go-Karts available but there is a bouncy slide, inflatable pirate ship obstacle course, the penalty shoot out and a stall selling Super Hero masks. He usually pays for a pitch if he's going to shows with 6000+ attending, but for schools and smaller events it would cost us nothing and he'll give us 20% of the takings. The costs are between £2.00 and £2.50 a go. He would like to have all of his items near each other so they can staff them correctly. He's not keen to make a school visit as he doesn't live locally and he says as long as he has a large patch of grass he's happy to set up and man the stalls. He has provided 2 school references and once a decision has been made if we want to go with them or continue with the fun fair, **Sally** will call up the schools to check and see how it worked for them and what kind of return they got. It was considered that even if we don't get the same amount of money from Catch a Quad as we do the Fun Fair, he's not charging as much for the rides and so the children will have more money for other stalls. Also the fair continue to bring in food items, again taking profit from the school sales.

Rachael explained that the Year 6 children would like to get actively involved in the Fayre this year and they are working on an Enterprise scheme with Mrs Watson. The plan is to give the children money and they build their own business and possibly make items to sell at the Summer Fayre. The monies raised will help pay towards their Prom and also teach the children the value of money. Due to 2 other schools backing out of the Prom this year it is proving very costly and it has always been something the school do for the Year 6 children as a Thank You. The PSA have agreed that if monies raised are short of the total cost, we would cover the remainder.

We are keen to let all of the children have an input into the Summer Fayre and **Rachael** will liaise with the classes and teachers to see what they would like to do, make items to sell, man stalls, create new stalls etc.

**Danny** is going to speak to the Audley climbing wall centre to see if the rent out walls for events and find out details.

#### **Tickets:**

We had a lot of feed back last year that the admission cost was too high, although we are charging for the cost of the Fireworks many people just come along for the Fayre. We all agreed to reduce the admission price to £2.00 per person and 3 years and under free, admission at the gate only and we will not produce tickets this year to help keep costs down.

#### **Advertising:**

**Mel** has kindly offered to design and print any posters we require. We agreed that we need to get posters up and around the place ASAP and would like to start advertising at the beginning of May. **Nicola** is going to cost up banners and have them printed without a date so we can use them again. **Nicola** has agreed to speak to CAT radio to see if they will advertise the event and go along on the night again. **Melvyn** has already put the date for the Summer Fayre into the Village Link, he has also offered to put the poster into the Link for the next publication.

#### **Fireworks:**

**Danny** is to speak to John @ Blitz to check the cost of the Fireworks this year so we can plan it into costing.

#### **Licence:**

The Events Licence is all sorted so we are covered to sell alcohol.

#### **First Aid:**

The Red Cross first aid cover cost us £140 last year. **Tina** is going to look into the PTA UK website to see what cover we need and get other quotes. **Nicola** is going to ask at the Crewe Alex who they use and ask for a costing.

#### **Food and Drink:**

**Nick** has been nominated by his wife to speak to Morrison's about supplying the burgers for us!! If we can look back at how many we purchased last year so he know how many to order, please. **Sally** is going to speak to Lyndon at the Spar to see if they can help us out again this year with the baps and sausages. **Tina** will speak to Gareth at Bargain Booze in the village to agree a price match and sale or return for alcohol. **Tina** will pick up the pop and drinks from Makro, Nicola has offered to help. **Sally** will price up wine and prosecco. We also discussed asking Nisa and the Co-Op to see if there was anything they could donate to help out.

**Other:**

Letters for the community informing them of the event and Fireworks are to be delivered to as many houses as possible by as many people as possible, to ensure we reduce the complaints from the surrounding houses.

**3. AOB:**

- **Movie Night:**

- Melvyn has supplied the information for who we need to contact to show a movie in the school. **Tina** is going to look into it and also review what the PTA website suggests.
- It was agreed that Rachael will help look after the children with a few other teachers, **Rachael** to organise staff cover.
- It was agreed popcorn and drinks would be on sale for the children to purchase. **Tina** is going to look into the cost.
- Viewing will be in the KS2 hall with doors opening at 4:45 and the movie starting at 5pm.

- **Playground Shelter:**

The playground shelter is a matter of urgency now as it is leaking very badly and it's the only shelter the children have on the lower playground. Also the outdoor classroom needs it's roof replacing. **Rachael** is going to speak to Carole Mills as her husband has offered to help provide scaffolding to do the repairs. **Rachael** will also put a message in the newsletter to see if there are any parents in the school who could give us an urgent quote for the repairs. **Nicola** will speak to a couple of builders she knows to see if they will also give us quotes. Once we have the quotes we can agree a suitable date to get the work done.

- **Next Meeting: AGM 5pm Monday 16<sup>th</sup> May @ Shavington Primary School, Staff Room.**