



St Joseph's Catholic Primary School Parents and Friends Association

Minutes of the meeting held on 10th Oct 2017 at The Old Bell Hotel

Present at meeting: Fiona Page, Katherine Bailes, Steve Croft, Lizzie Christopher, Theresa Adams, Christina Morris, Kate Cloke, Clare Brady, Candice Devenish

Apologies: Sophie Young, Charlie Taylor

Item	Action
<p>Quiz Night Thank you to Matt Morris and Katherine Bailes for a great Quiz. Thanks to all helpers and to everyone who came along and supported the event. A total of £632.10 was raised.</p>	
<p>Finance update Target met for funding of new Reading Scheme. Lizzie to progress with identifying suitable suppliers.</p>	Lizzie
<p>Communication PFA ready to launch Classlist app to make communication with parents/carers easier. Class list link parents confirmed as: St Anthony – Theresa Adams St Aldhelm – Jo Watts St Lawrence – Candy Jones St Francis – Katherine Bailes St Scholastica – Kate Cloke Class list link parents role is to encourage parents to sign up, approve parents and encourage usage. Candy discussed ideas to encourage parents/carers to get involved in PFA. She will send a survey to gather views of PFA.</p>	<p>Theresa Jo Candy Katherine Kate</p> <p>Candy</p>
<p>Wreath making and mulled wine evening Nov. 29th</p> <ul style="list-style-type: none"> To be led by Theresa Adams and sponsored by Oops a daisy, Cirencester Posters & tickets needed for school/Church Announce details on Facebook/Classlist/School Newsletter Tickets £5 to include a glass of mulled wine and mice pie Lizzie to ask Waitrose if they would sponsor the mince pies Kate to ask for details to be listed in the church newsletter Licence already applied for Kate and Katherine to sell tickets at Church 	<p>Theresa Theresa Fionna</p> <p>Lizzie Kate</p> <p>Kate/Katherine</p>
<p>Christmas Bazaar</p> <ul style="list-style-type: none"> Licence application done Steve gave an update on Auction of Promises – looking into possibility to put it online to encourage more bids. To update again at next meeting. Banner to be updated Raffle tickets to go to print next week. 1st prize kindly sponsored by Jamy Ltd. Christmas Poster competition entry forms to go in book bags before half-term with reminder on facebook and Classlist Post details on Make Malmesbury Better facebook page Need volunteers to put posters up Two banners to be made for railings opposite car park in Cross Hayes – Clare kindly offered to ask Nick to make. Fiona to send details. Suggestion to advertise bazaar with posters in cars – any volunteers? 	<p>Steve</p> <p>Fionna Fionna Fionna</p> <p>Charlie Michelle/Kylie? Fionna</p> <p>Katherine</p>

<ul style="list-style-type: none"> • Stalls to be confirmed at next meeting • Charlie is sourcing ideas for children's games • Letter re: donations to go in book bags after half term with raffle tickets • Rota for selling tickets at Church • Ask year 7/8 (ex-St Joseph's) pupils to run toy stall • Check if PFA registered with Gift Aid • Ask Nuala re: Hog roast • Photo booth materials – ask Miss Soper if we can borrow 	<p>Charlie Fionna Katherine</p> <p>Clare Fionna Katherine Candy</p>
<p>Christmas Disco</p> <ul style="list-style-type: none"> • 19th December. KS1 5-6pm, KS2 6.15pm – 7.30pm. • KS1 to leave via doors to playground from hall, KS2 to come in other entrance, Hopefully 15 min handover will make it easier for parents with children in both key stages <p>Christmas Lunch Party</p> <ul style="list-style-type: none"> • 19th December 12 noon. Volunteers need from 9am • No. of pupils too large for dining hall (149), therefore do KS1 upstairs and KS2 downstairs • Volunteers need to shop, prepare and serve food and clear up – Katherine, Christina, Candice, MDSAs, Steve or Roberta, Fionna 	
<p>Other social and fund-raising ideas for 2018:</p> <ul style="list-style-type: none"> • Children/Adults film night • Race night <p>Volunteers needed to lead organisation of these events</p>	
<p>DATE OF NEXT MEETING Wednesday 8th Nov. 2017 8pm The Old Bell Hotel</p>	