**MPSA Meeting Minutes – Thursday 13 January 2022**

**Attendees:** Cathryn Walley, Daniela Kortusova, Helena Renshaw, Nicole Malloy, Rachel Tully

**Apologies:** Ann Hollingsbee, Bridget Wall, Kelly Stephenson, Simon Cotterill

1. **Review of Christmas Activities**

* Last year’s activities were:
  + Christmas cards **(raised £221.35)**
  + Advent calendar raffle **(raised £86.14)**
  + Christmas jumper competition (aligned with Christmas jumper day) **(raised £26.09)**
  + Virtual raffle (streamed live on FB; including Christmas hamper from teachers) **(raised £1079.10)**
  + Gifts from Santa (books and sweets) **(funded by MPSA; cost £408.18)**
* *It was an amazing effort from everyone involved – a massive thank you to everyone who helped make the events happen! Thank you as well to all who supported the events.*
* In total, we raised (less the amount spent on Santa’s visit) **£1,004.50**
* We discussed whether the costs of the jumpers made it a worthwhile exercise and agreed to get parent feedback.
* **Action: CW** to conduct Facebook poll on which activities were valued by parents.

1. **Options for Spring Term**

**Valentine’s Disco – Thursday 17 February 2022:**

* Timings: **FS/KS1 from 3:15 to 4:15; KS2 from 4:30 to 5:30**
* Pete Deane has been booked. **Action: NM** to check Pete knows times
* Letters to be sent out 2.5 weeks before event (**Monday 31 January**), with money and slips to be returned by **Friday 11 February**
* Agreed cost **£4 per child**, including drink and crisps
  + **Action: BW** - Letters to include online bank transfer details, and ask parents/carers to include name of student and word disco in the reference box. Also ask parents/carers to include payee name on the return slip (to help ease confusion of tallying payments to return slips).
  + **Action: HR** To check with school whether we can use school cups for squash. Otherwise, agreed to give each child a drink carton and crisps, and ask children to bring water bottle if they wanted more drinks.
  + **Action**: **CW** to check with school whether we can have class lists (or if issues with GDPR).

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| Disco Associated Activities | Date due | Person assigned |
| Draft letters and provide to school | Sun 30 Jan | Bridget |
| Coordinate volunteers (4 per disco) | Thu 10 Feb | Helena to coordinate (Bridget offered to help at KS1 disco) |
| Count slips and sort money | Mon / Tue 15 Feb | Kayla |
| Buy provisions (crisps and decorations) | Wed 16 Feb | Catherine |
| Pay money into account/Pay Pete | Thu 17 Feb | Nicole |

We agreed not to do any other Valentine’s events.

**Film night**

* SC advised we could consider a film night after half term on a Thursday.

**Comic Relief – 18 March 2022:**

* We agreed to run a dress down day for £1 donation and to supply red noses to school to sell.
* We agreed to discuss other ideas at the next meeting including a silly dress sponsored run and a ‘chuck 2p in a bucket’.

**Easter Events – 15 to 18 April 2022:**

* + We agreed to discuss idea of Easter Egg Hunt in the Spinny at the next meeting.

1. **Funding Requests:**

* School requested funding for a sofa and 2 tub chairs (estimated cost £**868.84**). Committee voted to reject the request (5 votes to 3). We are concerned that the request does not directly benefit the students. The aim of the MPSA is to raise money which directly benefits the children.
* The money we raised at Christmas will be used to fund the **mud kitchen** (est. £750).
  + **Action: HR** to request exact cost of mud kitchen and a photo to include in social media. **NM** to transfer funds to school. **CW** to post social media highlighting funding.
* School has requested funding to add to our store of musical instruments. SC suggested: 36 recorders (approx. £100) and 17 glockenspiels (approx. £500)
  + **Action: HR** to request more information on how the new instruments will be used, allocated, and taught.
* School still pursuing idea of creating a beach. This may be a future funding request.

1. **Admin Activities:**

* **Bank Account** – adding a second named person to the account. **Action: NM and DK** to take forward.
* **Amazon Smile** – account has now been set up. **Action: HR** to put together instructions to send out to parents/grandparents/carers
* **Parentkind** – we discussed concerns that our constitution might not be accurate, or that we might not be following it in practice (e.g. minimum number of committee members to allow a meeting to take place/independent audit). **Action: CW and RT** to review.

1. **Future Projects/Plans:**

* Graffiti artist project for the containers on the playground (proposed by **Alix**)
* Possibility of a school beach, once practicalities have been considered

1. **Any other business:**

* The **Primary School Ball** will be held on 17 June at Toft CC. CW is a member of the committee, however, this is a big task for a single person and she requests help: A second MP person to join the PS Ball committee; help identifying potential sponsors, advertisers, and raffle prize donors. Also people to help with administration tasks.
  + **Action: Everyone** – anyone who can offer help, also CW will ask wider group
* We discussed whether any of the teaching staff would be interested in being a committee member
  + **Action: HR** to ask SC
* **Summer Fair:** We agreed to consider a Covid appropriate fair on 9 July 2022. Not all attractions of previous years’ fairs would be included. Instead, we could introduce other new activities (such as a sponsored fun run). We could run a ‘reduced’ raffle. Plus various tombolas, that usually are part of Christmas fair.
  + **Action: HR** to ask school for initial reaction, and **CW** to ask if other schools are considering summer fairs (to avoid a clash of dates).
* **Leavers’ disco:** Date of Thursday 21 July has been suggested.
  + **Action: NM** to ask Pete Deane if he can make this date.

1. **Next meeting**

Agreed to use Doodle poll to set date of next meeting (after half term).