



**Catherington Infant School Association (CISA)**

Registered Charity Number: 1045305

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**December Meeting Minutes**

**Tuesday 14<sup>th</sup> January 2025 at 6:00pm**

**At Catherington C of E Infant School**

**1. Welcome and Apologies.**

**In Attendance:** Heather Hulbert (Chair), Kate Powell (Vice Chair), Charlotte Pickett (Secretary), Nikki Anderson, Lisa Yates

**Apologies:** Hayley White, Sam Bickley-Vaile, Hana Whiteley, Rachel Rackett, Lucy Phillips

**2. Confirmation of minutes from last meeting.**

Meeting minutes from previous meetings have been emailed and added to the website.

**3. Bingo Night**

Heather to create a letter to go into bookbags this week

We need to find a volunteer to be caller for bingo, we'll shout out in the group chat, but otherwise Heather will be caller this time around.

We need to spread the word via Facebook/social media, WhatsApp groups etc to drum up interest.

Prizes needed for 1 line, 2 line and full house – to put out a plea for bottles etc. Same format as last time, chocolates etc for ½ lines, and cash prize for full house, depending on the sales made each round, expected to be about £10 again.

Discussed having a Bingo Blackout squares game instead of a raffle this time.

Heather to draw up a 1-100 square grid to go in the playground and start selling asap.

We will start with 100 squares in the aim to fill it at £2 per square, cash prize up to £50 and remaining profit to school. If this sells out quickly we will open up a second board 101-200 and then have two winners of up to £50. Prize amount to be determined based on sales – 25% of sales generating the prize pot. We will also sell these on the night if not filled in the playground beforehand. This could generate £150-£300 for the school very easily.

To arrive from 7pm for a 7:30 start.

#### **4. Valentines disco - Date to be confirmed - Weds 12<sup>th</sup> February**

It was discussed that we need to find a DJ, Nikki to ask Mr D if he would do this.

Discussed upping the price from £3.50 to £4, this includes a big cookie and squash.

Cookies to be sourced, Lisa will research cookie prices etc. Kate has also said she might be able to make them but she will have a think about logistics, this way they could all be GF and possibly dairy free.

Time 4pm-5:15 although this could change due to craft club and cooking club.

Decorations such as fairy lights, disco lights, hearts etc to be sourced.

The date originally put forward of the 12<sup>th</sup> Feb clashes with two after school clubs, cooking in Yr 2 and craft club in Yr R. Nikki will check with Maria about possibly moving the time of the disco to 4:15-5:30pm instead, or an alternative date.

*Post meeting minute note: Date of disco confirmed as now being moved to Friday 14<sup>th</sup> 4-5:15pm.*

#### **5. Table Top sale Saturday 1<sup>st</sup> March**

Discussed cost for a table, £8-£15 was discussed based on other local table top sales; £10 agreed.

We can fit approx 24 tables inside (as per shopping night) plus weather permitting another 10-12 outside but this is dependent on whether we have enough tables or if people can bring their own. Suggested we could use the classroom tables if needed.

PTA to sell tea/coffee and bacon rolls.

Nikki to ask Maria if she can open up for 9am for stall holders to arrive for 10am start going on till 12pm.

Suggested we set up tables the night before on Fri 28<sup>th</sup> to save time in the morning.

#### **6. Film night**

Currently this is booked for Wednesday 2<sup>nd</sup> April but this clashes with year R trip so suggest changing the date to 26<sup>th</sup> March. Nikki to confirm with Maria.

Price increase to £4.50.

*Post meeting minute note: Date of disco confirmed as now being moved to Thursday 3<sup>rd</sup> April 3:15 – 5:00pm.*

#### **7. Trim trail**

Unfortunately, we didn't receive the lottery grant we were hoping for so we are looking into other ideas for fundraising or charity donations.

Discussed changing the 'bounce for books' to something different as a sponsored event for money towards the trim trail.

There is a company in Somerset who will donate the final £2000 if we can raise £14,000 first but we don't know how long this offer is for (Heather contacted them back in the Summer).

To go in the next PTA newsletter to ask parents for help and support and see if we can get in touch with any businesses who may be willing to donate.

8. **Date of next meeting**

Wednesday 5<sup>th</sup> February 6pm at school.