



**Catherington Infant School Association (CISA)**

Registered Charity Number: 1045305

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**December Meeting Minutes**

**Monday 16<sup>th</sup> December 2024 at 6:00pm**

**At Catherington C of E Infant School**

**1. Welcome and Apologies.**

**In Attendance:** Kate, Heather, Charlotte, Sam, Maria, Rachel, and Hannah

**Apologies:** Hayley, Sophie and Stacey

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

Meeting minutes from previous meeting have been circulated between us but weren't uploaded to the website, Maria will organise this with Nikki.

**Christmas Events Summary**

All went down really well, lots of positive feedback in the class group chats. It appears all the children enjoyed their events and activities.

The adult shopping night was the only event which could have gone better but we were let down by the weather with snow that day. There was a lack of footfall but on the whole the school did well from the stall holders' fees and made some extra money on refreshments etc. Most stall holders were still pleased and said we couldn't have done anymore in terms of advertising etc. There was only one who said she wouldn't return next year.

Discussed having the shopping on a Saturday morning next time to attract more people and allow the children to attend and hopefully bring in more money.

**Money raised so far this term (treasurers update)**

\*Copied from treasurer's notes

**Finalised Figures for First Half Term**

**Ice Poles Frozen Friday**

- Sales - £25.60
- Expenses - None
- Profit - £25.60

### **Quiz Night**

- Sales - £178.84 (cash, card - both tickets and raffle)
- Expenses - £3.50 (raffle prize)
- Profit - £175.34

### **Film Night**

- Sales - £229.25
- Expenses - None
- Profit - £229.25

### **Provisional Figures for Second Half Term**

#### **Christmas Jumper Sale**

- Cash on day - £8.05
- Cash so far from Facebook sales - £45
- QR - £25.32
- Expenses - None
- Profit so far - £78.37

#### **Christmas Shopping Night**

- Cash Sales (refreshments, jumpers, raffle) - £48.50
- Stall Bookings - £405
- QR (refreshments, jumpers, raffle) - £32.16
- Expenses - £26.56 (flyers), TEN £21, Mince Pies and Milk £18.95
- Profit - £419.15

#### **Easyfundraising**

- £19.40

#### **Kids Shopping Day**

- Cash - £176

- Stripe - £212.39 (after fees)
- After sales cash - £33
- After sales SumUp - £79.21
- Expenses - £8.49 (cellophane) and £3.49 (Ribbon), £6 (sweets for gifts)
- Profit - £482.62

#### **Christmas Activity Day**

- Cash - £152
- Stripe - £507.21 (after fees)
- Expenses - £16.25 (Snowmen decorations), £19.99 (pencils), £5.00 (green card), £5.49 (green paper), £25.50 (selection boxes and gift bags).
- Profit - £586.98

#### **Nativity**

- Cash - £99.35
- SumUp - £73.24
- Expenses - £15.75 (photos)
- Profit - £156.85

#### **Activities generated (estimated) £2,173.56 in profit**

#### **Less General Expenses**

- Tea Bags £6
- SumUp reader £15
- Storage £12
- Biscuits £2.49

#### **Total (estimated) Profit - £2,138.07**

#### **Expenditure**

Christmas gifts for Seahorse Class - £124.41

Christmas gifts for Turtles Class - £155.42

Christmas gifts for Dolphins Class - £140.95

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#### **Other things discussed regarding finances:**

We should hear by 8<sup>th</sup> January if we were successful in obtaining the lottery grant for £16,000 to pay for the trim trail. Due to the volume of money if we were to get the funding we would then need to

be audited. Rachel is going to look into this and what we would need to do. She will also contact other schools who are in the same position and see how they have managed it.

We have already been offered £2,000 from a local company if we don't receive the grant.

£241.91 raised through the ASDA cash pot.

Discussed the idea of approaching other companies and businesses before the end of the tax year to see if we can raise any additional grants, sponsors etc as contributions.

### **What's been spent on the children so far**

On the Christmas dinner day (Thursday 12<sup>th</sup>) 3 selection boxes per class were won by the children through a raffle, these were purchased by the PTA.

Each class were bought class Christmas presents by the PTA which will be presented later this week.

Dolphins: 4 brushes, 3 sensory sequin boards and wooden blocks for the wood area.

Turtles: 2 easels, racing chicks and other animals and tweezers.

Seahorses: 2 beanbags for their book corner, games and puzzles and bug magnifiers/pots.

Within this we also discussed what else we would like the money spent on, ideas included Chrome books, or I Pads, a laptop for turtles' class and the trim trail/outdoor space. Maria is going to look into prices for a new laptop. (drift laptops to be used for safeguarding)

### **Bingo night 31<sup>st</sup> January**

Heather shall ask Ellie to be the caller, or if not we'll arrange someone else.

Arrive from 7 for a 7:30 start, may need a couple of people to arrive a little earlier to set up tables, chairs etc.

Tickets £5 PP to include 3 game slips.

Stacey has shown interest in obtaining prizes, we shall ask her if she's still happy to do this.

Hannah has offered to get a mobile car valeting service voucher as a prize.

BYOB

Maria to organise for staff to attend

We have enough tickets left from last year and a few dabbers, Hannah will source some more to sell for £1 each on the night.

### **AOB**

#### **Valentine's Disco:**

12<sup>th</sup> February 4:00-5:15pm

£4pp to include drink, crisps and biscuit – discussed children sitting down to eat rather than just randomly helping themselves to food when they are ready as it creates more mess and it's more difficult to keep track of who's had what.

Mini ravers did the Horndean Junior disco, so to look into prices etc or ask around regarding a DJ.

Children can bring ear defenders if they want

Rachel suggested having all left-over books that she has stored at home put in the lodge with an honesty box for people to help themselves, Charlotte also has some stored at home too. This is to be put in the newsletter and the PTA news leaflet.

**Date of next meeting**

Tuesday 14<sup>th</sup> January 6pm at school.