



Catherington Infant School Association (CISA)

Registered Charity Number: 1045305

316 Catherington Lane, Waterloooville, PO8 0TD Tel: 02392 592263 www.catherington.hants.sch.uk

March Meeting Minutes

Wednesday 4th March 2025 at 6:00pm

1. Welcome and Apologies.

In Attendance: Heather Hulbert (Chair), Kate Powell (Vice Chair), Charlotte Pickett (Secretary), Rachel Rackett (Treasurer), Maria Burden (Headteacher), Hannah Whiteley

Apologies: Sam Bickley-Vaile, Stacey Johnson-Searle, Lisa Yates

2. Finance update from treasurer so far this academic year

Ice Poles sale (20/09/24)

Income - £25.60

Expenses - None

Profit - £25.60

Quiz Night (11/10/24)

Income - £179

Expenses - £3.66 (raffle prize and card fees)

Profit - £175.34

Film Night (16/10/24)

Income - £229.25

Expenses - None

Profit - £229.25

Christmas Jumper Sales

Income - £86.05

Expenses - £0.73 (card fees)

Profit - £85.32

Easyfundraising Affiliate payment November - £19.40

Adult Christmas Shopping Night (21/11/24)

Income - £486.50

Expenses - £67.35 (flyers, TEN Licence, refreshments, card fees)

Profit - £419.15

Kids Christmas Shopping Day (06/12/24)

Income - £481

Expenses - £31.64 (gift wrap, sweets, card fees)

Profit - £449.36

Christmas Activity Day (13/12/24)

Income - £680

Expenses - £92.77 (activities and card fees)

Profit - £587.23

Nativity (3/12/24 and 4/12/24)

Income - £173.85

Expenses - £17.01 (photos, card fees)

Profit - £156.84

Bingo Blackout Boards

Income - £400

Expenses - £50 (prize - second prize was donated back to the PTA)

Profit - £350

Cauliflower Cards commission payment - £174.70

Valentines Disco

Income - £240

Expenses - £44.90 (cookies, love hearts, organza bags, card fees)

Profit - £195.10

Parent Kind Cash Pot payment - £241.91

Easyfundraising Affiliate payment February - £27.51

Activities generated profit of - £3,136.71

Less General Expenses

Tea Bags £6

SumUp Reader £15

Storage £12

Biscuits £2.49

Parent Kind Membership £115

Refreshments £6

Total profit made so far - £2,980.22

Quick initial pointers

- Heather has applied for the local councillor grant to help pay for the Trim Trail, we can re-apply again in the new financial year in April
- Heather has also been working on the Community Development grant from East Hants for the majority of the money for the trim trail. The deadline is 21st March
- We should get a poster designed up to advertise the new trim trail to help promote this amongst parents and show what we are fundraising for
- Tesco blue token scheme - looked into but it takes 12 months from application to be selected

- Hannah has some contacts for people who may be able to help with a grant
- We won't be doing a sponsored activity such as bounce for books this term as it clashes with a sponsored walk for Final Straw.
- Discussed Final Straw having a stall at the Easter Fair to help promote themselves to parents.

3. Book Fair

- We need to get more volunteers to help run the book fair across the week, we will put out a plea for helpers. Hannah has agreed to cover most sessions if needed.
- We need to write a list of rules for selling so people volunteering know what they are doing.
- Idea, to email a copy of the flyers to parents in advance so they can see books available

4. Film night

- Suggestions for film, Moana 2, however could it be too scary or too long, other suggestion Reter Rabbit.
- Need more food, children are hungry straight after school, if you feed them they are more likely to sit still longer.
- Pizza or hot dog, crisps, popcorn, ice pole (decided) extra ideas, frubes, biscuits, crackers, party rings
- Suggested £5 per child with the extra food.
- Helpers, Maria has said there will be more staff available, hold off asking parents till after the book fair.

POST MEETING NOTE: It has been decided to postpone the film night and focus on the aEaster fair and Summer fair organisation

5. Easter fair 26th April

- Everyone has notices that the price of eggs is going up, we haven't seen anything elss than £1.35 each compared to last years 75p offers. Keep a look out.
- GF eggs are covered by Dairy Milk
- Hannah to talk to supermarket contacts to get a discount.
- Large egg has been donated by the Rotary club to be used as a raffle prize (£125 RRP), however it's not suitable for allergy sufferers. To get raffle ticket books printed to sell tickets.
- Crafts, packets from One Beyond purchased, still require table cloths, colouring and new pens plus Easter bonnet prizes.
- Hannah and Charlotte to look at craft ideas
- Non-uniform day Friday 4th April for chocolate (Charlotte, Kate and Rachel offered to ticket)
- Job roles already sorted: Maria cooking, Rachel selling bacon rolls, Charlotte tombola.
- Try and source donations for rolls, check other refreshments such as ketchup, squash, coffee etc.
- Hannah to email Costa coffee for more paper cups.
- Treasure hunt, double check facilities
- Stacey has contacts for Adventure with us to dress up as a rabbit.

5. Summer fair Saturday 28th June

- Ask Samantha Silvester if she can obtain any hay bails for the fair from her husband's farm
- Steve Johnson Estate Agents interested in sponsorship, need to discuss banners, posters prizes for raffle etc with him.
- Kate to discuss with Stacey with regards her partner building/making new games.
- Stalls x 10-15 due to space @ £20 each
- Heather to talk to Ellie regarding sound equipment
- Performances, contact Xcel Gymnastics, Maria to ask TADAA stage productions
- Print raffle tickets
- Raffle Prizes – speak to Stacey about contacting local businesses for donations
- Gazebos required
- Adverts ½ page £25 and full £50
- Sort BBQ's
- Bouncy castle – Hannah to message contacts
- Tattoos and face glitter – need glue
- Clickers for recording numbers
- Pre-buy tokens (to limit cash)
- Lanyards for PTA helpers

6. Date of next meeting

Monday 7th April (Easter holidays) 6pm at The Farmers.