



Catherington Infant School Association (CISA)

Registered Charity Number: 1045305

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February Meeting Minutes

Wednesday 5th February 2025 at 6:00pm

At The Farmers Pub

1. Welcome and Apologies.

In Attendance: Heather Hulbert (Chair), Kate Powell (Vice Chair), Charlotte Pickett (Secretary), Rachel Rackett (Treasurer), Sam Bickley-Vaile, Lisa Parker

Apologies: Hayley White, Hana Whiteley, Lisa Yates

2. Confirmation of minutes from last meeting.

Meeting minutes from previous meeting was distributed and Haether confirmed the content.

Quick initial pointers

- There was a short discussion about the bingo night, and agreed is was disappointing the evening event had to be cancelled due to poor ticket sles, but we were really pleased how well received the Bingo Blackout board had been in the playground.
- Bingo blackout squares have all been sold and the winners will be drawn on Friday. There will be one winner from each board each winning £50 cash. Heather will draw the winners using a computer-generated spinner/wheel with Rachel. Draw will be videoed and shared on group chats and social media for transparency.
- Tabletop sale 1st March – we have decided to cancel this due to lack of interest so far and decided we can focus our organising efforts into the other main events. Suggetsed we might try again in the late Spring when the weather is better. We would need it to be fully advertised to obtain footfall to make it worthwhile running which we all agreed is now too short notice and a lot of effort.

3. Valentines disco 14th February

- Date change now confirmed as Friday 14th Feb, due to the previous date clashing with other after school club activities.
- Confirmed Mr D will be the DJ.

- Biscuit prices researched, the best outcome is to purchase them from Sainsbury's in packs of 5, Hannah can get a 15% discount via her brother. Kate will make the GF and DF alternatives.
- Currently 32 booked to attend, reminders to be sent out via whatsapp groups and email.
- Kate has sorted the decorations including balloons, heart bunting and disco lights. Love heart sweets arrived; sweet gift bags are due to arrive by the end of this week. Heather will print some mini cards to go with them with a poem for the children. Plenty of volunteers to pack.
- A message to go out in the PTA whatsapp for helper volunteers on the day.

4. Easter fair 26th April

- We are looking to source Easter eggs for the Easter Egg Hunt, either by donation or as cheap as possible when they go on sale. Last year eggs were 60p on offer in Asda. On the lookout for these deals this year.
- Discussed putting the price up to £5 per child to include arts and craft activities, bonnet making competition, an Easter egg and a visit from the Easter bunny! When taking online payments this helps cover the 25p transaction fee we incur and increased costs of materials and eggs.
- 3 packs of crafts to be purchased from One Beyond (£2.99 each)
- No PVA glue to be used for the activities as last year it was a nightmare to clean off the tables, glue sticks to be used.
- Easter bonnet competition for age groups as follows: pre-school, infants, juniors. Activity books as prizes.
- Chocolate tombola, make the last day of term (4th April) non-uniform day in exchange for chocolate donations for the tombola.
- Will need volunteer helpers.
- Refreshments: will require bacon, rolls (GF options), fizzy drinks, crisps and cakes/chocolate to sell. Have plenty of tea but might need coffee, Heather to check.
- Kate will sort posts for social media advertisement

5. Summer fair Saturday 28th June

- Activities/games: Bouncy castle, to contact to see if he is available. Rollercoaster – Ask Mr D if we can borrow from Beavers. Kate has spoken to Stacey about having some of the games replaced via her husband's business. Teddy tombola, no tickets but choose a teddy if you win, different sizes to be grouped for winners. Possibility of adopt a teddy with little adoption name tags.
- Brochure to sort, Heather has already got one advert confirmed. Emails to go out soon to people who have had them before or other businesses we feel who may be of interest to.
- Need a sponsor, ideally Estate agent so we can obtain banners and boards. Lisa knows Sarah Oliver who could help, also to be discussed with Stacey to see if she knows anyone who could help. Discussed the possibility of getting banners which are universal with changeable dates so they can be reused in the future.

- Can we make the volunteers list digital so people can sign up to job roles without having to draw up lists and leave in reception.
- Discussed having tokens or card only with only cash at the entrance to limit cash flow and lots of different floats. The only issue with cards is the WiFi signal is weak in some areas and doesn't always work.

6. AOB

Heather has found a grant scheme from East Hants council for up to £3,000 as a development fund for the Trim Trail project and will apply this month.

Look into the housing development on Five Heads Road as they may be happy to invest in local area projects.

Discussed the idea of having a 'bake off' with a theme such as flowers, bible or school values love, courage and respect, in Summer 1 or 2 half terms.

7. Date of next meeting

Tuesday 4th March 6pm at school

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