



Catherington Infant School Association (CISA)

Registered Charity Number: 1045305

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

May Meeting Minutes

Wednesday 6th May 2025 at 6:00pm

1. Welcome and Apologies.

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

Apologies: Hannah Whiteley, Lucy Phillips

2. Confirmation of previous meeting minutes

Received confirmation that the previous meeting minutes were done and are on the school website.

3. Easter Fair Round-up

Finance figures (from Rachel)

Income:

£756.85 in cash

£129.50 in QR code sales from sumup

£265 from Stripe.

Total £1,151.35

Total expenses: £203.65

Profit: £947.70

Current bank balance: £6961.50

We sold 53 tickets + 20-25 more paying children and their (free) adults through the door on the day.

Profit was higher than last year, and this was largely down to the generous donation of the Easter Egg for the raffle from Havant Rotary Club which raised £400 in ticket sales.

We would like to thank all the generous parents who donated items for the event as this helped to keep costs down, we all appreciate this.

4. Summer Fair

Trip trap ride booked from the scouts – Mr D to run this

CM sports, have agreed to provide us with an activity game – beat the goal kick speedometer - details to be confirmed with them regarding payment or percentage of profits for the stand

Stalls/games to include the following:

BBQ (Sharon Barker, Nikki, Sarah Fennell and Maria to manage)

Other refreshments, to include tea, coffee, cans, drink, snacks such as crisps cakes etc.

Barrow of booze – ticketed raffle

Adopt a teddy

Guess the name of the giant teddy

Tombola

Drinks tombola

Splat the rat

Glitter tattoos (source glue and gems) - discussed tattoos too but decided against it

Hook a duck (need a swimming pool) - Charlotte and Kate to look out for a pool

Lucky dip (To ask for donations possibly from Keydells or see what's already upstairs in the office store room – Nikki to action this)

Lucky lollies or treasure island game – Possibility to borrow from Horndean PTA (X marks the spot for treasure/prize) - Rachel to contact Jane and liaise

Hoopla

'Creation station' free Arts and craft table

Bouncy castle – Donated the use of Freddie's Dad's bouncy castle again but he's away for the weekend, so we have to set it up and man it – best to get a teacher to do this – possible put it in the hall due to cabling restrictions down to the field now the chicken coop has been built.

Volunteer list to go out ASAP to parents – created a digital form this year to make it easier to sign up and monitor gaps

Entertainment – Tadaa dance troupe confirmed (via Maria) - needs to be on first slot; need 2 others.

12:30-1pm – Tadaa

1:15-1:45pm – TBC

2:00- 2:30pm – TBC

Discussion on vintage vehicles, dog agility, animal acts/petting etc. Ask Heather Ellis if she knows anyone?

Brochure: Few ads booked in, Heather to email previous companies and update at next meeting

Estate agent boards – Kate to look at previous lists and contact addresses

Raffle prizes:

- Stacey is organising, we will get an update from her on what we have so far.
- £200 donation from Estate Agent sponsor – to choose a Switch or Amazon Fire tablet
- Fun land tickets donated – Rachel has already collected these and storing
- Fortnum and Mason champagne

Discussed how many raffle tickets to buy, suggest 2,500 which is £33.54 for the first 1000 then around £6-£7 more per thousand.

Suggested we could get someone sponsor the raffle tickets with their business logo to help with funding? Will look to sort out sponsor packages after the meeting

Music for the playground area - Ellie to organise

Gazebos – need to source, Ellie could get two or 3 big ones from Portsmouth Guildhall again but need more – will ask parents in whatsapp chats

BBQ food sponsorship out to parents, can you sponsor our food for a free advert?

Need a BBQ, Lisa Parker can lend one, but we need another.

Tokens – how to manage, when to buy/sell, Suggested we offer free tokens for buying in advance, i.e.

Buy 10 get 2 free etc.

Keep BBQ, raffle, entrance, refreshments to card and cash payments – tokens for all games – less cash floating around and easier for parents to manage and children to pay for games themselves.

PTA Newsletter to go out to parents next week – plea for recruitment help etc. committee members needed

Kate and Heather to attend new parent meeting on 3rd June to promote the PTA

5. Frozen Friday

We had 80 ice poles and sold out!

Feedback – some melted towards the end, solution only bring out so many at a time

Propose to do it every Friday, currently in Asda for £1.18 per pack of 20 – Kate is going to buy as many as possible.

Helpers – Lucy can help most Fridays as can Heather's Mum.

6. Remaining events for the year

Decided against doing the disco, with frozen Fridays etc would rather put money/effort into the fair. Children will still have end of year disco from the teachers.

7. Other PTA expenses left for the year

- Ice creams for Year 2 trip
- Ice poles
- VE day cupcakes
- Open box theatre – Nikki to confirm as not booked in yet
- Leavers T Shirts (Nikki needs to arrange what sizes we need with Seahorses parents)

8. Any other business

Rotary club – Heather has completed the returns letter for the chocolate egg

9. Date of next meeting

Wednesday 4th June 6pm at the pub