



Ingrave Johnstone PA Meeting Minutes

Meeting Date:	Tuesday 11 th October 2023 7.30pm ~ Olde Dog Inn
Attendees:	Aimee Marler, Kimberley Green, Ashleigh Vincent, Caroline Smith & Colleen Atkinson
Apologies:	Stacey Arrowsmith and Hannah Giles
Notes taken by:	Kimberley Green

1 FINANCIALS

- Current bank account balance £12,000
- Blinds due to be installed over October half term, but due to lack of funds it may be completed at later date. The cost of the blind options are as follow; non-motorised £8,500 and motorised (JR preferred) £12,000
- Current year 6 2024 leaver contributions are leavers books £500 and ice cream truck visit £75.00
- Elfridges ticket cost increase from £3.50 ~ £4.00
- Friday tuck price to be increased from 50p per item ~ £1 per item

2 UPCOMING CHRISTMAS EVENTS

- Christmas bazaar, survey monkey to be sent out regarding the date either being:
 1. Friday 1st Dec - A smaller event after school.
 2. Saturday 2nd Dec a larger event during the day.
- External stalls to have public liability insurance. Cost of a table £20
- Year 6 to hold a stall - Christmas gnomes
- Going forward we need to start delegating jobs for events across the team and set up some event planning teams with non-named role members
- Festive fun day Friday 1st Dec, event held during school hours
- Elfridges shop Monday 11th Dec. Volunteers needed for wrapping, helping during the day of the shopping event

- November 8th - School communion
- November 17th - Children in need (Dress up day)
- November 24th – Dress up day (Sweet Tombola)
- December 1st - Festive fun day {PA event}
- December TBC - Christmas bazaar {PA event}
- December 5th - Christmas nativity costumes due in
- December 6th - Problem solving morning for parents
- December 8th - Christingle service 2.30pm
- December 11th - Elfridges shop {PA event}
- December 14th - KS1 Christmas concert 9am (filmed, no preschoolers)
- December 14th - KS2 Christmas concert 2pm (filmed, no preschoolers)
- December 15th - KS2 Christmas concert 9am
- December 15 Kth - KS1 Christmas concert 2pm
- December 18th - Christmas Jumper day & Christmas lunch
- December 19th - Class parties - PM
- December 20th - School breaks up for Christmas
- January 4th Back to school

- Speak to school regarding a daily mile sponsorship
- Quiz night ~ adults only. Date TBC
- Race night ~ adults only. Date TBC
- School discos ~ KS1 enjoying them, but feedback regarding KS2 is that the children are bored. PA team will be looking at alternatives
- Reception coffee afternoon ~ Monday 16th, preloved stall
- Socials ~ To be cleaned up, become more proactive
- Sum up machine purchases

- AM to discuss blinds with TL
- KG to speak to Jess in year 3 about social
- KG to speak to AS about preloved being held at reception coffee afternoon
- AM to send survey monkey out for bazaar date