

CPSA MEETING

WEDNESDAY 2nd MARCH 2016

NOTES

Present:

Helen Perry	Mariann Kancsar
Jo Corbett	Sue Newman
Lucie Lawrence	Emma Rogers
Ruth Perry	Paul Davies

- 1. Apologies:** Julie Guppy, Kristen Biles, Debbie Davis, Angie Anfield, Clemmy Marden, Colette Vance
- 2. Review of actions from the last meeting** (13th January 2016): see below, p.2.
- 3. Debrief**
 - **Valentines Café & Bake Sale:** made £350, a successful and well supported fundraiser.
- 4. Events and dates for the spring and summer terms**
 - **Mothering Sunday/Special lady gifts:** Wednesday 2nd and Thursday 3rd March. Around 150 tickets sold, on course to make a profit of around £300.
 - **Real Ale Race Night:** 36 tickets sold so far – we discussed that we were disappointed with the uptake and may have to decide to cancel the evening. It was felt that around 50 people would be needed for a good atmosphere. We decided to try to get more people involved via an email to the Class Reps. The good news was that River Spice had agreed to supply the curry for free. Ruth agreed to get try and persuade some teachers to come along too.
 - **Fun run:** Lucie & Helen explained that Highdown School are confirmed as a venue for the Fun Run, and that several dates are now being considered; Sunday 24th April, Sunday 8th May and Sunday 15th May. A meeting had been organised for Monday 7th March with some parents interested in helping to organise the event and we will report back to the committee on how that goes. Details that have already been agreed: the event will include a 2K and 5K race, open to children and their families, with other attractions such as a group warm-up, refreshments, bouncy castle and goody bags. There would be a fee to take part (tbc) as well as the option to raise money for the CPSA through sponsorship.
 - **Quiz night:** Friday 20th May. Julie Guppy & Debbie Davis are writing the quiz this time.
 - **Bags2School:** Booked for Monday 20th June
 - **Second-hand uniform sale:** date tbc
- 5. Summer BBQ (Saturday 2nd July)**
 - The Committee approved the idea of a 'carnival' theme for this year's BBQ, to tie in with the Olympics in Rio. Local steel pan band Culture Mix have already been booked to provide the entertainment, followed by a disco (Gareth Eighteen to dj). A bouncy castle and mega slide have also already been arranged.
 - Lucie & Helen asked the meeting for other ideas for entertainment and have agreed to explore the following; bungee trampolines, photo booth, water pistol target game, circus skills performer, drums performance and carnival procession and float.
- 6. Reading football tickets**
 - Burnley (Saturday 13th February) – sold 29 tickets and Preston North End (Saturday 30th April).
 - Chasing up whether Kingsley the Reading FC mascot will be available to attend the Summer BBQ

7. Library

- Ruth Perry presented a new fundraising project to the committee; the 'Caversham Primary School Library Bus'. It was explained that a dedicated library space has been sorely missed since the books had to be moved into the dining hall to accommodate universal school meals uptake. The books are suffering in the dining room (it is cold and damp), and there is no opportunity for lunchtime or afterschool library clubs.
- Library buses; many schools are now using specially converted buses to provide extra classroom, meeting and library space, and it is proposed that we could raise money to purchase one for the playground (to be located in the Infant area of the playground where there are currently picnic tables and a pergola).
- There are several options to consider (a) buy a bus and convert it ourselves, the cheapest option with an initial outlay of around £3/4k to buy a bus, (b) buy a ready fitted-out play bus, cost approx. £15k, and it would then need to be converted in to a library bus, (c) purchase a bespoke library bus, cost estimated to be £45/60k.
- Ruth Perry, Emma Barraclough, Lucie & Helen are going to explore the most viable option for school by visiting some classroom/library buses already in use.

8. Treasurers Report

The Committee was updated with the news that Jen Davidson has joined Sue Newman to assist with Treasurers duties.

Total Cash Book balance as at 2nd March is as follows:

Barclays current account no. 7*****7: £6,644.77

Summary of Income since 1/1/2016 = £3,355.75

- Easyfundraising from Q4 of 2015 - £168.83
- Profit from Valentines Café and Bake Sale - £347.34
- Petty Cash - £34.21 (no need to have any petty cash so we have banked it)
- Sponsorship for Race Night from Hayden Fencing - £25.00
- Microsoft matched funding from Christmas Fun Day - £585.51
- Donation from Bridges Estate Agents - £220.00 (£100 for Mothering Sunday gifts and £120 for Race night)
- PayPal - £1974.86 (Quiz night, Christmas Fun Day and Xmas Secrets Room)

Payments since 1/1/2016 = £12,839.19

- Parent Teachers Association Subscription - £107.00
- Expenses for Christmas Fun Day and Secrets Room 2015 – £855.29
- Expenses for Summer BBQ 2015 - £167.55
- Wheels sale 2015 - £28.00
- Paint and supplies for Miracle Morning for Reception play area - £100.00
- Expenses for Ice lollies - £60.00
- Great Fire of London Day 22/4/16 - £513.00
- Alcohol Licences for Race night, Quiz night and Summer BBQ - £63.00
- I pads, covers and trolley - £10,375.00
- Wireless keyboards, charger and batteries - £394.24
- Xmas class party 2015 contributions - £96.19
- Litter pickers - £79.92

9. AOB and date for next meeting

- Angie Anfield has decided that she will be stepping down from the committee after many years. She will still be happy to help out at events, but we are now seeking someone else to take on organising the bar at Quiz Nights etc.
- Kristen Biles has decided to step down from her role as Secretary to the Committee. We will advertise for a new secretary via a whole-school email.

Next meeting: Wednesday 13th April, we are going to trial a daytime meeting to see if we can attract some new members to the committee. This meeting will be held at 2pm in the Maths Room.

ACTION LIST:

1/1	Kristen	Investigate costs of CPSA 'thank you' cards and organize artwork competition	Project on hold
3/5	Angie	Speak to Highdown PTA about the Highdown Dash	Coordinate with Sue – see below, Action 3/6
1/6	Helen/ Lucie	Notify local groups named above about the school's defibrillator	Closed
2/6	Lucie	Ask the Race Night organizer for some promo material and circulate to parents (on Facebook, etc.)	Closed
3/6	Sue	Speak to Sue Bryant about our plans for a Fun Run	Ongoing

FUTURE DATES:

Date	Event	Organized by ...
Thu 14 th April	Second Hand Uniform	Adele Barnett-Ward
Sun 15 th May	Fun Run	Lucie, Helen, Kate & Fun Run Committee
Fri 20 th May	Quiz Night	Lucie, Helen, Kate, Debbie & Julie
June	Father's Day Gifts	Lucie, Helen & Kate
Mon 20 th June	Bags2School	Charlotte Wilshire
Sat 2 nd July	Summer BBQ	Whole Committee