



SHOBNALL PRIMARY & NURSERY SCHOOL

PFA MEETING *16 September 2024*

Present: D. Adams, I. Pullen, M. Latham, E. Keen, L. Tivey, J. Osborne

Apologies: J. Latham, D. Spencer, C. Keen

Member of PFA Noting Minutes: D. Adams

ITEM	ACTIONS AND BY WHOM	DONE
Roles	Allocation of roles for 2024-2025 as voted for by committee members: <ul style="list-style-type: none"> Chair – I. Pullen and C. Hayes Secretary – D. Adams Treasurer – I. Pullen 	✓
Recruitment	Committee members discussed possibility of recruiting volunteers to assist with future fundraising events at forthcoming parent consultations in October and open evening in November.	✓
Forthcoming Fundraisers / Events	Forthcoming PFA fundraising events were agreed and added to diaries: <ul style="list-style-type: none"> Friday 18th October – Halloween Discos Friday 6th December – Christmas Fair Friday 7th February – Valentine’s Discos Friday 4th April – Easter Bingo Tuesday 20th May – KS2 Midsummer Cinema Night Thursday 22nd May – KS1 Midsummer Cinema Night Friday 27th June – Quiz Night 	✓
Halloween Disco – 18 th October 2024	Tickets to be sole w/c 07.10.24 at £4 (which includes a drink and sweets). Fancy dress is optional. DA to inform parents that it is non-uniform on the day of the disco for all pupils to ensure KS1 are ready for disco at 3.45pm. I. Pullen to ask for volunteers for ticket selling / help at the disco via WhatsApp group.	
AOB	I. Pullen to explore insurance through Parent Kind.	✓

	I. Pullen to explore obtaining a licence to sell alcohol for Quiz Night in June 2025.	✓
	Committee members to share safeguarding training certificates with DA.	✓
	I. Pullen to set up a refreshed WhatsApp group for PFA events.	✓
	DA to source last year's Christmas Raffle letter and forward to I. Pullen.	✓