

Portlethen Primary School – P.S.A.

Meeting Minutes held on

Tuesday 14th May 2015



Present: Sarah Ewen – PSA Chair
Linda Wood – PSA Joint Vice Chair
Cheryl Dingwall – PSA Treasurer
Fiona Brown – PSA Joint Secretary
Miss Weston – Deputy Head Teacher
Mrs Lindsay – P4 Teacher
Ilka Win - Parent
Susan Drummond - Parent

Apologies: Alison Harris – PSA Joint Vice Chair
Nicola Garrod – PSA Purchaser
Elaine Cowan – PSA Joint Secretary
Mrs Bremner – P3 Teacher
Mrs Morbey – P1 Teacher
Mrs Willox – P1 Teacher
Mrs Scouller – Nursery Nurse

Agreed Minutes of Last Meeting: Minutes were agreed and distributed.
Minutes proposed by Sarah and seconded by Cheryl.

Matters Arising and Review of Recent Events:

Spring Fayre – Saturday 9th May 10am-1pm

The Spring Fayre was a huge success with a whopping £5075.60 being raised – please refer to the attached Spring Fayre 2015 Stall Profits, which lists the takings and costs in detail.

The Bottle Stall was not as successful this year as all bottles were located under the tables so people could not see what stock was available and as a result people thought there wasn't any stock left.

£13.00 (20% of the Face Painter's profits) was given to the PSA.

£150.00 (40% of the Outdoor Stall profits) was given to the PSA.

£100.00 was donated to the Scouts from the PSA.

£50.00 was donated to the Pipe Band from the PSA.

The Candy Floss Machine did not turn up as the owner forgot.

There is a lot of excess stock left. This has been put in the basement and will be used in the next Fayre.

All winners of the outstanding raffle prizes have been contacted and asked to collect their items from the school.

Current Up and Coming Events:-

Bingo Night – Thursday 11th June 2015

A Bingo Night is to be held from 6.30pm-8.30pm. It was suggested putting up the price and including a beverage and biscuit in the cost. It was also suggested to run a Tuck Shop at this event to utilise the left over chocolate from the Chocolate tombola.

End of Term Disco's – Thursday 25th June 2015

This event will be split into three separate times. Notes to go out to parents nearer the time.

Pet Show – Saturday 12th September

Susan suggested holding a Pet Show where various pets could be in a competition and judged. Prizes can be awarded.

KAD Photography – Saturday 3rd October

This event will take place all day at the school.

A Night with Maureen Smith – Friday 30th October

The Clairvoyant Maureen Smith has been booked for this date, which is to be held at The Paddock. The PSA is to provide and make the buffet. The cost is £20.00 per ticket. Most tickets have been sold with only nine remaining.

Christmas Fayre – Saturday 21st November

It has been decided to have the Christmas Fayre on a Saturday this year, similarly run like the Spring Fayre with external Christmas Stalls.

Any Other Business:

- A very generous donation of £1,000.00 was given to the PSA from Euro NDT. A thank you will be mentioned to them in the next school newsletter.
- There is £8,758.00 in the bank at the moment. The Abernethy buses are still to be paid and £500.00 end of term money is still to be paid.
- Mrs Lindsay is to order water bottles with the school logo for the new Primary 1's starting in August.
- Homework has gone out to the children to write out their favourite recipe which will be used to make the recipe book. The recipe book is planned to be in out in time for the Christmas Fayre.
- It was suggested the Green Bins are to be put outside at the school gate once a week for parents to put any unwanted clothes into them. They could be given to bags to school and the PSA could receive the money generated from this. A regular reminder to parents could be put on the Facebook page.
- The PSA is to have a Stall selling the school water bottles and recycling bags at the Portlethen Gala held on Saturday 29th August 2015.

Next Meeting to be held on Thursday 18th June 2015 @ 6pm
in the School Staffroom

