

Bushes Parent Council

Meeting Minutes

Date: 5 December 2023

Attended by: Craig McCrorie, Kathryn McGowan, Sarah Pearson, Clair Watson, Claire Jones, Jane McLennan, Lisa Gladstone, Andrew

Agenda:

1. Tuck Shop
2. Raffles
3. Online Donations
4. Xmas Fayre Feedback
5. December Raffle

1. Tuck Shop

- Plenty of stock left in the cupboard for next event.
- Discussion about storage boxes. Water will not fit into a box but school have agreed that they can be stacked nearby.

Action: investigate best storage box option for purchase.

2. Raffles

- Kathryn has investigated lottery license in order to run raffles over more than 24 hours. Lottery License currently costs approx. £40.
- Craig has advised that even with license, raffle tickets can not be bought via ParentPay due to moneys passing through the school rather than straight to the Parent Council. ParentPay also deducts a charge so this would make banking overly complicated.
- **Action: Kathryn & Andrew will investigate the process further & feed back at next meeting**
- License is likely to take upwards of 6-8 weeks to process so aim to have it in place for Easter raffle at the earliest.

3. Online Donations:

- Andrew raised discussion of finding a process for parents to give money to parent council via online donation.
- Just Giving website might be a possibility. Andrew has investigated and they do not charge a fee, but they do take a small percentage.
- Other websites should also be considered – e.g. Go Fund Me, Give a Hand?
- Discussed the requirement for needing to give specific details as to what the money would be used for rather than a generic donation to the parent council.

4. Xmas Fayre

- Feedback following the Xmas Fayre discussed.
- Santa Grotto – This was very successful and very popular. Some people fed back that they would have been happy to pay more than the £1 charge.
Number of selection boxes bought was accurate. Do not change this for next year.
Actions: Raise to £2 next year.
A couple of people asked whether we have dietary specific gifts (dairy free/gluten free) – Look into this for next year.
- Coffee/Tea stand: Ran out of juice cups & biscuits. We had substantially more tea & coffee than needed. Otherwise, successful.
- Cakes: Sold out quickly, very popular!
- Raffle: Need to make this more visible next year. There will no longer be work happening in the kitchen so we should have extra space in the dining hall so can move it back into there.
- Choc Tombola: Extremely popular as usual! Sold out after just over an hour. Somehow ended up with left over chocolate at the end so either tickets were lost or people did not realise they had winning tickets. This year all number 1 & 6 were removed to improve odds of winning. **Next year: only remove number 1 tickets to make stall last longer and raise more money.**
- Books/Toys: Lots still left over. Discussed possible places to donate such as local nurserys. All will go to charity shop if no other home found for everything. School have agreed to house them until Xmas.
- In total £2582.75 was raised before deductions.

5. December Raffle

- Discussion regarding date. All agreed that it would be good to tie the raffle into another event already taking place – e.g. nativity, xmas lunch day, party days, panto days all given as possibilities.
- Final decision – Friday 15th December Am & PM
- Claire has arranged hampers/wrapped gifts etc ready. All remaining prizes will be used in this raffle rather than hold anything back for Easter raffle.
- **Actions: Lisa will design and send poster for raffle.**
Craig will arrange for poster and post to go out to parents.
Names to be collected for who will run raffle on 15th.