

# MINUTES OF FISHERMOSS PSC MEETING

## HELD ON 23<sup>th</sup> November 2023 @ 18:30

<b>Attendees</b>	Margaret Ferguson (MF); Marianne McKessar (MM); Catherine Middleton (CM); Temi Aina (TA); Dawn Anderson (DA); Daria Starinska (DS)
<b>Apologies</b>	Amanda Stephen; Brenda Sangster; Fiona McRae; Lobke Starr-Vaanholt; Michelle Murphy; Audrey Docherty; Crystal Greeff

Item	Discussion	Actions
<b>1.</b>	<b>Welcome (MM)</b>	
	MM welcomed everyone to the meeting, thanked everyone for attending.	
<b>2.</b>	<b>Previous minutes (DS)</b>	
	The minutes were prepared by LSV, circulated prior to the meeting and accepted. DS is to send the minutes to Jacqui, who will upload them to the school webpage.	DS to send minutes to Jacqui
<b>3.</b>	<b>Chair Update (MM)</b>	
	<p><b>Positions on the PSC</b> Michelle Murphy has resigned from the role of PSC purchaser, and Crystal Greeff has graciously volunteered to take on this position. Proposed by MM, seconded by DS. MM is in discussions about the school uniform coordinator position with Sarah Diack.</p> <p><b>Fishermoss Sponsored Walk</b> The Fishermoss School Sponsored Walk on 29<sup>th</sup> September was a success, thanks to your continuous support! The school raised an amazing amount of just above £3000! The PSC organized a Crowdfunder page and provided volunteers as marshals. We also offered ice lollies for the pupils and teas/coffees for families upon their return to school. Special thanks to ASDA for donating the ice lollies.</p> <p><b>Crazy Hair Day</b> Crazy Hair Day occurred on 6<sup>th</sup> October, bringing great fun. Donations were collected to support the PSC in organizing the two tombolas at the Christmas Fayre.</p> <p><b>Halloween Disco</b> The PSC Halloween Disco took place on 1<sup>st</sup> November and was a great success, raising £353.20. Many thanks to all volunteers who helped with the event!</p> <p><b>Feedback from Halloween disco</b> Some children found the event too loud. The PSC discussed the use of ear defenders/muffs; some children used them to reduce the noise. A suggestion for next year's poster: include a disclaimer about the loud nature of the disco. A parent suggested having three discos for different age groups instead of two. However, this is challenging to organize as it would increase the duration of the event and the need for more volunteers.</p>	

[illegible]

Item	Discussion	Actions
	<p>To reduce the number of PSC volunteers needed, it was decided that PSC and pupils' stalls will operate only until 1 pm.</p> <p>The following prices for the Fayre were approved at the meeting:</p> <ul style="list-style-type: none"> <li>• Entry fee - £1</li> <li>• Refreshments - £1.50, including coffee/tea/fruit shoot accompanied by Mini Cheddars/Mr Kipling/mince pie</li> <li>• Raffle ticket - £1</li> <li>• Tombola tickets - 3 for £1</li> </ul> <p>The option of the PSC operating a uniform table at the Fayre was discussed. However, it was decided that there is currently no interest at this point in the school year.</p> <p><b>Santa's Grotto</b></p> <p>Santa's Grotto will be featured in the Fishermoss Christmas Fayre. An Eventbrite page has been established for online ticket sales and advertised via email, Facebook and poster on the notice board. Learning from last year's experience when tickets sold out rapidly, causing disappointment, we have extended the duration of Santa's Grotto this year and added more time slots. We want to express our sincere appreciation to our dedicated volunteer Santa, who has generously taken on the role for another year.</p> <p>MM informed us that 150 selection boxes were kindly donated by Hunting Plc to use as Santa's gifts. The PSC will purchase "free from" sweets for those with allergies.</p> <p><b>Portlethen Santa Run</b></p> <p>Portlethen Santa Run will take place on 28<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup> November and 1<sup>st</sup> December. The money raised will be shared between each of the primary schools in our community (Portlethen, Fishermoss &amp; Hillside) and The Larder.</p> <p>We need four volunteers from Fishermoss PSC for each night of the Santa run. The request has been posted on the PSC Facebook page. Many thanks to those who have offered to volunteer!</p> <p>MF and CM volunteered to run the the school hot chocolate stop on 30<sup>th</sup> November.</p>	<p>MM to coordinate Santa Run volunteers</p>
6.	<b>AOB</b>	
	No AOB was raised at the meeting.	

**Date of the next meeting:** 15 February 2024, 6:30 pm at the school

**Summary of Actions this and previous meetings:**

<b>Meeting /Agenda Item</b>	<b>Action required</b>	<b>Responsibility</b>	<b>Timeline</b>
23/11/23 item 2	<ul style="list-style-type: none"> <li>Send previous minutes to Jacqui</li> </ul>	JG, DS	Ongoing
23/11/23 item 4	<ul style="list-style-type: none"> <li>Transfer funds for funding of school trips and other school requests</li> </ul>	JG, MM,AS	Complete Dec 23
23/11/23 item 5	<ul style="list-style-type: none"> <li>Complete the floor plan of the Fayre</li> </ul>	MM, DS	Complete Nov 23
23/11/23 item 5	<ul style="list-style-type: none"> <li>Coordinate Santa Run volunteers</li> </ul>	MM	Complete Nov 23
13/09/23 item 8	<ul style="list-style-type: none"> <li>MM to send quarterly reminder to remind parents that uniform can be purchased all year and that profits go directly to school</li> </ul>	MM	Ongoing
13/09/23 item 11	<ul style="list-style-type: none"> <li>LSV organise PVGs</li> </ul>	LSV	Ongoing

**Summary of Completed Actions from previous meeting 13/09/23 :**

<b>Agenda Item</b>	<b>Action required</b>	<b>Responsibility</b>	<b>Timeline</b>
3	<ul style="list-style-type: none"><li>• Send minutes to Jacqui</li></ul>	LSV	Complete Sept 23
9	<ul style="list-style-type: none"><li>• Set up crowdfunding link for sponsored walk</li></ul>	LSV	Complete Sept 23
10	<ul style="list-style-type: none"><li>• MM write blurb with MF to be shared about Xmas cards</li></ul>	MM,MF	Complete Sept 2023