MINUTES OF FISHERMOSS PSC MEETING

HELD ON 23th November 2023 @ 18:30

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

 Welcome (MM) MM welcomed everyone to the meeting, thanked everyone for attending Previous minutes (DS) The minutes were prepared by LSV, circulated prior to the meeting at accepted. DS is to send the minutes to Jacqui, who will upload them the school webpage. Chair Update (MM) Positions on the PSC Michelle Murphy has resigned from the role of PSC purchaser, at Crystal Greeff has graciously volunteered to take on this position Proposed by MM, seconded by DS.	d DS to minutes Jacqui	send to
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The Fishermoss School Sponsored Walk on 29th September was success, thanks to your continuous support! The school raised a amazing amount of just above £3000! The PSC organized Crowdfunder page and provided volunteers as marshals. We alsoffered ice lollies for the pupils and teas/coffees for families upon the return to school. Special thanks to ASDA for donating the ice lollies. Crazy Hair Day Crazy Hair Day occurred on 6th October, bringing great fun. Donation were collected to support the PSC in organizing the two tombolas at the Christmas Fayre. Halloween Disco The PSC Halloween Disco took place on 1st November and was a great success, raising £353.20. Many thanks to all volunteers who helped with the event! Feedback from Halloween disco Some children found the event too loud. The PSC discussed the use ear defenders/muffs; some children used them to reduce the noise. suggestion for next year's poster: include a disclaimer about the lounature 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	n a o o ir ssee	

Item	Discussion	Actions
	Christmas Cards	
	Christmas Cards fundraising project with IQ Cards is a success and a	
	total of £278.40 has been raised.	
4.	Head Teacher Update & School Requests (MF)	
	School Requests	
	 The school and the nursery made the following funding requests: School requested funding for paper crafts resources with a total of £499.70. The nursery is organizing a Nursery Day, inviting parents to join in. Therefore, the nursery is seeking funding for craft supplies, hot chocolates, and mince pies, with a total request of £50. 	MM to organise transfer of requested funds
	 MF inquired whether PSC could provide party bags for the class Christmas parties, as has been done previously. 	
	All members voted in favour of funding the requested items.	
	The contents of party bags was discussed. MM suggested including popcorn and sweets; we need to check for allergies. MF suggested if paper bags could be used as recyclable and cheap option, with a sticker to seal the bag. We will use the leftover 112 Christmas crackers from last year for the older class parties. MM informed us that the Santa's Gifts (books) for 29 nursery children were purchased for £25.50; still need to buy wrapping paper.	
	Cinema trip	
	In accordance with the vote from the previous meeting, the PSC has approved funding for the school cinema trip. MF proposed the following plan: the Disney film "Wonka" at Vue Cinema in Aberdeen on Tuesday 19 th December. The costs are as follows: • buses - £1000; • movie tickets - £1077. This proposal was approved.	MM to organise transfer of requested funds
5.	Future Events (MM) Christmas Fayre	
	The Fishermoss PSC Christmas Fayre is scheduled for 2 nd December. We've posted a call for parent volunteers on the PSC Facebook page and via school email, but we still need more volunteers to help with the Fayre.	
	The PSC will organize a raffle, bottle and chocolate tombolas, along with Santa's Grotto and refreshments stall. At the raffle tickets table the PSC will also be selling festive mug sets created by Moray Draffan, as well as the reindeer food bags.	
	P7 pupils volunteer to run sweet stall to raise funds for the school; and P6 pupils are managing nail painting and clay beads jewelry stalls. Local traders and crafters have been invited to the Fayre, and they will run approximately 18 stalls.	
	The layout for the Fayre has been discussed, DS is to continue working on the floor plan.	DS to complete the floor plan of the Fayre

Item Discussion	Actions
To reduce the number of PSC volunteers needed, it was decided that PSC and pupils' stalls will operate only until 1 pm.	
The following prices for the Fayre were approved at the meeting: • Entry fee - £1	
 Refreshments - £1.50, including coffee/tea/fruit shoot accompanied by Mini Cheddars/Mr Kipling/mince pie Raffle ticket - £1 	
• Tombola tickets - 3 for £1 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.	
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. 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.	
Portlethen Santa Run Portlethen Santa Run will take place on 28 th , 29 th , 30 th November and 1 st December. The money raised will be shared between each of the primary schools in our community (Portlethen, Fishermoss & Hillside) and The Larder. 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! MF and CM volunteered to run the school hot chocolate stop on 30 th November.	MM to coordinate Santa Run volunteers
6. AOB	
No AOB was raised at the meeting.	
Date of the next meeting: 15 February 2024, 6:30 pm at the school	

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Summary of Actions this and previous meetings:

Meeting /Agenda Item	Action required	Responsib ilityoing	Timeline
23/11/23 item 2	Send previous minutes to Jacqui	JG, DS	Ongoing
23/11/23 item 4	 Transfer funds for funding of school trips and other school requests 	JG, MM,AS	Complete Dec 23
23/11/23 item 5	Complete the floor plan of the Fayre	MM, DS	Complete Nov 23
23/11/23 item 5	Coordinate Santa Run volunteers	MM	Complete Nov 23
13/09/23 item 8	 MM to send quarterly reminder to remind parents that uniform can be purchased all year and that profits go directly to school 	ММ	Ongoing
13/09/23 item 11	LSV organise PVGs	LSV	Ongoing

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

Agenda Item	Action required	Responsib ility	Timeline
3	Send minutes to Jacqui	LSV	Complete Sept 23
9	Set up crowdfunding link for sponsoredwalk	LSV	Complete Sept 23
10	 MM write blurb with MF to be shared about Xmas cards 	MM,MF	Complete Sept 2023