



Holy Cross Parents Friends Group Meeting

- Date:** 16th November 2022, Holy Cross Primary, 3.30pm
- Present:** Christa Bales (Staff/Vice Chair), Emma Machin (Parent/Chair), Okwunna Manachi (Parent), Larissa Fombi (Parent), Sam Kilner (Parent), Katherine Wright, Emma Murfin (Parent)
- Apologies:** Teresa Horden (Office Manager/Treasurer)
Rachael Mason (Parent/Governor)
- Noted by:** Emma Machin (Parent/Chair)

	Discussion	Action
1	<p>Introduction</p> <p>Opening Prayer. CB welcomed everyone to the meeting, introductions were made, and apologies were given. No Business Interests declared. EM explained the main purpose of the meeting and minutes of the last meeting were circulated and verified as true record.</p>	
2	<p>Accounts</p> <p>EM circulated the latest Parents Friends Group accounts and explained there was also £250 cash recorded and stored in the safe. The accounts were verified as true record. This money was not banked due to it being required for the school fayre, to purchase items for each class to sell.</p>	Accounts verified
3	<p>Christmas Fayre</p> <p>Discussions took place regarding the Christmas Fayre. It was decided that each class would run their own after being given a float of £25 per class, one stall paid for by non-school parent £15 fee agreed. Two stalls to be chocolate tombola and bottle tombola with both stalls merchandise being raised through non uniform days.</p> <p>A Teddy stall was suggested and a request for donations to go out. Christmas jumper/pjs/clothes rail suggested and request for donations to go out. CB offered to wash any clothes donations prior to event. CB to source a large teddy for guess the name. Guess the sweets in the jar (EM) to provide large jar. Christmas raffle agreed to be ran. All attendees to try and source prizes. Cake stall also to be held. Volunteers needed for 12.45pm on the day.</p> <p>It was agreed that we need to discuss fundraising for the rest of the year. But focus for this meeting to be the fayre.</p>	Donation requests to be sent

4	<p>Christmas Jumper Day</p> <p>EM suggested the £1 donation to be split between Save the Children and Mission Christmas. EM to provide more information on Mission Christmas.</p>	EM to provide information
5	<p>Any other business</p> <p>Nothing raised. Next meeting agreed to be held on Wednesday 25th Jan 2023.</p> <p>Meeting closed at 4.30pm.</p>	

