

## SPSA meeting

Tuesday 24<sup>th</sup> January 2023

Present: Garry Peasley, Emily Lemaire, Nags Alam, Louise Judd, Sinead Andrews

Apologies: Lucy Brincombe

### 1. Minutes from the last meeting

The Christmas Fayre was a success and thank to Louise for organising it. Money will be banked in due course.

### 2. Charity governance

Louise needs to be put on the Charity Commission and Sinead needs to be put on as the new Secretary.

### 3. Constitution

Needs to be distributed to be read before the next meeting.

### 4. Treasurer

We need to find a new treasurer from September. Nags will do the accounts for July. Two people need to be set up to do all transactions through the bank. Advertise for a new treasurer in the School newsletter and Parentmail. **Action:** Garry to do an add to send to the school.

### 5. Events

- a. Easter Eggs – Emily to advise date and Easter egg numbers/dietary requirements.
- b. Easter Bonnet Parade – one prize per class: £5 National Book Tokens. **Action:** Sinead to buy 4 vouchers from Waterstones.
- c. Coronation – With Bike Night it is too much in a short space of time to do something for the Coronation too. **Action:** Garry to speak to Caroline.
- d. Bike Night – 26<sup>th</sup> June. We will help with the usual help. Garry to confirm that it's happening. We can then get things ordered. Will need to try as early as possible to get people to help on the night.

### 6. Meetings and Agendas

Gary to set Agendas.

### 7. AOB

Update photo board.

How can we recruit new members?

Next meeting: Tuesday 7<sup>th</sup> March 2023.