

South Stoke School Parents' Association Meeting Minutes

Date of Meeting: **Wednesday 25th September 2019**, 3.30pm South Stoke Primary School

Present: **Miss Rogers**, Alison Hannigan, Cheryl K, Naomi B, Hannah C, Richard S, Phil W, Clare W, Tanya R, Sophia C, Claire W, Caro F

Apologies: Sandy F, Vanessa R, Lou P, Michelle P

Agenda Item	Comment	Action
Bonfire Night	Illusion Fireworks were used in 2018. They have offered to put on a pyro-musical for 2019 at no extra cost. Concerns were raised regarding the expectations for the event in the future. Concerns were raised regarding the health and safety implications of a larger event.	
	Hannah C handed risk assessment and insurance to Phil to action	Phil W
	Hannah C to book first aid	Hannah C
	Caro F offered to research advertising opportunities	Caro F
	It was suggested that the bar should be moved away from the BBQ this year to help alleviate the queues	
	Cheryl K has spoken to Cholsey Butchers who will supply the sausages, as well as a BBQ. Suggested quantities for this year are 500 meat sausages and 20 vegetarian sausages.	
	Reminder that anyone handling food must complete the online food hygiene course	
	Mulled wine – suggestions for keeping mulled wine warm included buying large insulated cool boxes	Tanya R
	Doughnuts – agreed to use Tesco again this year. Need to check quantities against last year and order more for this year.	AH
	PA shed stock take – Ali H and Naomi B to arrange date to do this. Check number of Bonfire Night signs at the same time	Ali H & Naomi B
	Tanya will speak to Paul Stephens regarding bonfire stacking	Tanya R
	Tanya will check her diary to see if she can tend the bonfire on the 9 th Nov	Tanya R
	Ali H will contact Barbara Taylor via Miss Rogers regarding soup	Ali H
	Ali H will check to see how much petrol comes with the generator hire and see if more petrol is needed	Ali H
Ali H will order rolls for the hot dogs	Ali H	
Ali H suggested some new eco-friendly glo-sticks. Ali will compare costs with glo-sticks bought in the past by Hannah C before ordering	Ali H/PW	
Ali H suggested some compostable single use pint glasses. The PA will research options and compare prices before ordering.		
Date of next meeting		