Web www.cgspa.org.uk
Email chair@cgspa.org.uk
Chair Neil Sewell

CGS PA Meeting

Agenda

11th June 2025 – 7pm

Blue Ball Inn, Stevens Cross, Sidford, Sidmouth EX10 9QL

1. Welcome, Present and Apologies (2mins)
    a. Thanks, welcome, intro.
2. Minutes of last meeting and Action Items Update (10 mins)
3. Financial Update (2 mins)
4. 2nd Hand Uniform update (2 mins)
    a. Recycling 2nd Hand Uniform
5. For discussion (10 mins):
    a. Event lead recruitment
    b. Parent Questionnaire
    c. AGM – PA elections
    d. WhatsApp monthly promo messages
    e. Y12 WhatsApp groups
6. Last Quarter review – no events since last meeting
7. Planning Next Quarter (15mins)
    a. Spending: Benches and tables
    b. Summer Fete
        i. 2nd hand uniform
        ii. 2nd hand books
        iii. Cake stall
        iv. Ice-cream and canned drinks
        v. BBQ
    c. Summer Draw
        i. Marketing plan
        ii. Tickets on Website and Parent Pay
        iii. Date of draw
    d. Y6 Induction Day
        i. 2nd hand uniform
        ii. Badge sales
        iii. Merchandise
        iv. Class WhatsApp groups
        v. PA flyer / WhatsApp group
    e. Leaver's Event – status on prosecco purchase
    f. Y7 Tea Party – date to be agreed
    g. Goose Fayre

8. Longer-term Planning (10mins)
    a. BCAS
    b. Garden and Food Festival – dates and lead?
    c. Other events
9. PA News (2 mins)
10. Operational Items (10mins)
    a. Policy review
        i. Expenses Policy
        ii. Class WhatsApp Group guidelines
11. Any Other Business (5mins)
12. Date of next PA meeting - AGM – 8th October 2025?