

FOSB Meeting Notes

29th January 2018, 2pm

Present: John Parkin (JP), Linda Parkin (LP), Laura Bell (LB), Laura Ryder (LR), Deborah Reardon (DR), Anna Costello-Mannering (AC-M), Elena Mateias (EM)

Apologies: Lisa King (LK), Donna Farmer (DF)

All attendees were welcomed and introductions were made.

Anna noted that she was unable to open the attachment of the last notes emailed to her. John agreed to perform some tests to try to determine the problem. Others at the meeting had not experienced this issue. (JP)

Debbie Reardon asked if she could be included in the Facebook group invitations. This was agreed and Debbie will ask Mrs Olivier, Mrs Oakley and Mr Marsh if they wish to be included. (JP, DR)

Lisa King had provided some notes regarding her thoughts for events to be held this year and these notes formed the basis for the early part of the meeting.

Mothers Day Gifts & Non-Uniform Day. Gifts will be sold in the hall on 8th March, the same date as the non-uniform day. There was some discussion regarding holding both events on the same day but it was agreed that this should not be a problem.

The suggested non-uniform donation is £1

Gift sale set up will be required in the hall from 13.00 with the sale to commence at 13.30. This will require four volunteers to sell items. Elena has already volunteered to take part.(EM)

Gifts will be priced between £1 and £1.50.

It was agreed to buy 300 gifts, ideally six types of gift with 50 items for each. Linda agreed to contact Sue Hogg, to ask if she would buy primroses again this year, as they were very popular last time. (LP)

Laura Bell agreed to approach Tesco to ask about buying small bunches of daffodils and any 'freebies' she might be able to acquire. (LB)

John & Linda will see what else is available from the pound shops, including the chocolates that sold well last year. Home Bargains at the London Road retail park, was suggested. (JP, LP)

It was agreed that Reception would only have chocolates available and these would be offered in Reception classes, not at the general sale.

Easter Egg Hunt. This was agreed to take place on 28th March and will be funded by FOSB. Laura Ryder agreed to buy 360 small chocolate items. (LR) Lisa's notes indicate that Tesco usually do a 3 for 2 offer on some chocolate items. The idea of hiding either plastic egg tokens, or something like Duplo was discussed. These would then be exchanged for a chocolate item. We need to determine if we still have plastic eggs from previous hunts. John will ask Lisa. (JP)

Mrs Hunt agreed to hide eggs in the Early Years area and will send an email showing the timetable for last year to Debbie, as a reference point. Whether to include Nursery is to be decided.

We agreed to consider having a special token hidden that could be exchanged for a larger egg. Elena has volunteered to help hide eggs in the playground. Three more helpers are required. (EM)

St. Georges Day. The "red & white" non-uniform day will take place on 23rd April. The suggested donation will be £1.

Fathers Day Gifts & Non-Uniform Day Both events will take place on the same day, 14th June. The suggested non-uniform donation will again be £1.

The gift sale will take place in the hall, with set up commencing at 13.00 and the sale starting at 13.30. Four volunteers will be required. Sourcing the gifts will be decided at a later date.

Summer Fair. The date for this event was agreed to be 7th July, as many other events are taking place around this date and this provides the best fit. The school field will be available and set up will take place between 09.00 and 11.00. The event will run from 11.00 until 14.00.

Recruiting enough volunteers remains a key requirement and asking parents from each class to run a stall was discussed. It was also suggested that a request from the class teacher, rather than FOSB directly might be more fruitful. It was agreed that the wording of this message will be decided after half term.

Laura Bell and Laura Ryder agreed to form a sub-committee to progress matters related to the Summer Fair. (LB, LR)

The matters of public liability insurance and toilet facilities need to be progressed. Debbie Reardon will provide information to the Laura's regarding the company that have provided toilets previously. (DR)

A future newsletter will ask parents if they have any contacts who can help us obtain a bouncy castle.

We also need to determine if we still have the stall equipment that has been used in the past. Linda & Anna will have a trawl through FOSB equipment to see what is available. (LP, AC-M)

Mrs Hunt has volunteered the services of her and her team, for face-painting.

At the next meeting, public liability insurance and food hygiene certificates, both generally and for the summer fair need to be discussed. DBS checks will also be discussed at the next meeting

The subject of inviting other organisations on the school site was discussed but not resolved.

Other Business. Anna and Elena will run the next nearly new sale in the small hall, from 14.30 on 6th February. (AC-M, EM)

The matter of the grant to help buy the new stage was discussed and it was determined that this is now a non-starter, for a variety of reasons. Consequently, this will need to be FOSB funded unless other means of funding can be found. Mrs Samways knows what is required and the school have raised this as a priority. Anna will hand over the information she has to John & Linda, for future committee discussion and agreement on the best way forward. (AC-M)

Following the schools request for extra items of clothing to be available to Early Years, Mrs Hunt was invited to take what she needs from the nearly new racks, as we have a large stock of the items she requires.

Laura Ryder will progress the issue of the dormant bank account, when she is next in her office and has less immediate business pressures. (LR)

The next meeting will be held on 26th February at 14.00.