

FOSB Meeting Notes – Monday 7th January 2019 1.30pm

Present: Anna Costello Mannering, Laura Ryder, Laura Bell, Debbie Reardon, Linda Parkin, John Parkin, Michelle Moreton-Clack, Gemma Braybrooke.

Apologies. Laura Allen, Lucy Burr.

Christmas Fair. The spend on the fair was £185.74, plus the £60 for chocolates from Santa. Comments have been received that a Father Christmas presence would have improved the event. It was discussed that a photo opportunity with FC will be considered, even if no grotto is available. Better crowd management is required in the future and the arrangement of classes coming in turn worked well. Children with no money to spend should be provided with options to participate in some way and teachers need to be involved in sorting out who has money and who does not, prior to arrival in the hall.

A checklist of activities will be prepared to aid future event planning. LR agreed to do this.

We need to produce consolidated a list of who has been approached for raffle prizes, by whom and what response was received. Laura R, Anna and Michelle will email details to Linda, to produce the initial list.

Year 6 involvement in manning future events will require 1 adult to 1pupil supervision. Teachers will be approached in advance to nominate helpers and those nominated will receive a briefing, prior to the event.

Additional cash collections will be required during the event.

Some stalls required additional support. The cake stall was a particular problem during the early part of the event.

The perennial problem of enough support was discussed briefly and all will consider how we might encourage more active helpers. The Facebook group numbers over 50, most of whom are largely inactive in providing support for events. Parentkind will be reviewed to determine if there is anything that might help generate additional support.

Bank Accounts: Linda now has online access to the Natwest account. Having jumped through several hoops with Lloyds Bank, some progress has been made in changing signatories. Linda will call them on Friday, if they have not contacted her by then.

Summer Fair: A provisional date was suggested as 29th June. This clashes with Armed Forces Day, so will limit some opportunities and support. LB and LR will again form the sub-committee and invite Gemma to join them. The sub-committee will consider the date further and confirm later. Once the date is agreed, Laura B will approach organisations like the Fire Brigade, the Police and the Council, to determine if they are able to attend the event. (date now confirmed).

It was agreed that one toilet will be provided, with disabled access being in the school. Alternative quotes will be obtained.

Publishing the proposed spend for the cash raised was considered a good idea and will be progressed. The canvas shade sail was one option discussed, possibly involving match funding.

It was agreed not to pursue charitable status at this time.

It was agreed that we will pursue pre-printed raffle tickets (LR)

It was agreed to progress a raffle license, so we are able to sell before the day of the event. (JP)

A cash prize of £100 was agreed for the raffle.

Better sharing of information regarding organisations approached for raffle prizes is required. We also need to build up relationships with individuals who have control of donations. Tesco have a Community Champion, Co-op have a Member Pioneer and Morrisons have a Charity Champion. Many of the positions are part time, so contacts need to be made early. Estate agent advertising the event on their sale boards was briefly discussed but not much appetite was shown for pursuing this. The offer of a donation for advertising the skip company was raised and this will be progressed. Laura R will speak

to Charlie regarding a full page advert on the summer fair programme and other advertising opportunities will be discussed, following this chat.

Other Events: Non –uniform day was proposed to be on 14th February.(now confirmed by DR.) Sue Hogg had suggested a “crazy sock” theme and this idea was adopted, in addition to non-uniform clothes. A £1 donation was agreed.

Mothers Day is on 31st March, so the sale will take place on the afternoon of Friday 29th. Children will be asked to fill in a pre-printed poster, highlighting facts about their mothers. Gemma will approach Sarah about the printing of these posters and also about printing the summer fair programme. Daffodils and polyanthus will be obtained, plus other sales items. Laura B will give further consideration to some form of pamper event for mums.

The Easter egg hunt was provisionally agreed to be held on 3rd April. (DR has now confirmed this will be on the afternoon of 4th April). Laura R will ask Wendy if she will provide traffic management again and will also obtain the Easter eggs.

The school will organise an event for Red Nose Day.

Other Business: It was confirmed that prizes for 145+ reads will be distributed at the same time as the Kindles are awarded. 400 bookmarks are required. Linda has the details, provided by Sue Hogg and will review the options available.

DR advised that the school have no tooth fairy bags available. Linda thinks she knows where they are and will check. Promoting FOSB on these bags was thought to be a good idea. A competition for the children to design a label for the bags will be progressed. JP will draft something to promote FOSB, in the meantime.

Tesco funding was raised by Gemma and she provided JP with a list of requirements for application. JP will review and discuss further with Gemma. Match funding with the school is considered a preferred way forward, where possible.

Sharing and updating documents would be generally beneficial, so JP will give some thought to how this might be done. Linda offered to maintain spreadsheets, if this is required.

The next meeting will be on 11th February, starting at 2pm.