

# MINUTES OF FOTS GENERAL MEETING HELD

## 2.15 P.M. 2<sup>ND</sup> FEBRUARY 2018

Those Present: Lou Carver (LC), Cleide Da-Silva (CS), Denise Freeland (DF), Maria Higgins (MH), Emma Thorne (ET), John Diffey (JD), Sara Ingram (SI), Katherine Harvey (KH), Jenny Neale (JN), Lisa Nokes (LN), Willow Dines (WD).

Apologies: Jade Neale (JaN)

**1.0** Chair opened the meeting and thanked everyone present for attending.

1.1 LC/DF advised those present that we had heard back from Tesco regarding the Tesco Bags for Help application and we had made 3<sup>rd</sup> place therefore receiving £1000.00. A meeting to be arranged with MH to discuss the application and where this money would be spent.

**Action**

**MH/DF/LC**

**2.0 Fundraising Events for 2018**

2.1 Cake Sale Events : The following dates were agreed with MH, 9<sup>th</sup> February (Valentines Theme) and 25<sup>th</sup> May. DF to organise a flyer for the valentine's sale, with KH, JN & CS to oversee the event.

**DF/KH/  
JN/CS**

2.2 Easter Fete : Date confirmed with MH of the 28<sup>th</sup> March 2018. Set up from 2 p.m.

- Volunteers : LC, JN, KH, CS, JD, ET, LN SI & DF(?).
- Class Stalls : It was suggested that the school council could be involved in arranging this.
- Raffle : It was suggested that we could send out raffle tickets with a newsletter. Prizes to be sourced.
- Tombola – Prizes to be sourced.
- 3 x Games – Suggestions : Name the bunny, face painting, JD also suggested asking JaN if we could use some of the games from the Christmas Party.

2.3 Dog Show – ET advised those present that she had found a company called “The Barking Bugle” who would organise the Dog Show event and then donate 50% of the profit to FOTS. We would just need to organise the Fete side of the day. A date for the event was confirmed with MH of the 9<sup>th</sup> June 2018. Time TBC but suggest around 10.30-2.30.

**ALL**

- Volunteers : All to confirm availability in due course.
- Advertising : ET to ask how the organisation go about advertising the event and whether we need to advertise separately regarding the fete etc.
- Stalls : It was suggested that a charge of £10.00 for private stalls seemed reasonable with local organisations receiving a discount. Details to be included on advertising.
- Class Stalls : MH to speak to teachers regarding this. i.e. country dancing, class based competitions.
- Raffle : Again it was suggested that tickets could go out with newsletter.
- Bouncy Castle : WD to check with her sister re: availability and forward details to DF.

**ET**

**MH**

**WD**

- Food & Drink : ET advised that ERH had offered to organise the food for the event. ET can source burgers/sausages at £5 per kg for 20 burgers/sausages.

**ERH/ET**

- Other suggestions for the day were, tea/coffee and tuck, welly wanging, cream teas and asking Tom Cave if he would do the photos.
- All the above to be discussed further at next volunteers meeting.
- ET advised that she had received an email from The Barking Bugle and the following questions need answering: Length of time of show, ring set up, seating, access to water, black sacks for dog waste, shady areas, insurance. LC/DF to advise in due course and also let ET know of any questions FOTS needed answering.
- ET advised that The Barking Bugle have an event coming up in Hunstanton on the 12<sup>th</sup> May if anyone wished to attend to see their “set-up”.

LC/DF

#### 2.4 End of Year Summer Disco/Party

Date to be confirmed, but MH suggested that we do something similar to last year, i.e. Games on the field etc. and FOTS to provide cake/sweets/drinks.  
Year 6 leavers’ event to be discussed and organised in due course.

MH/LC/DF

#### 3.0 Dates for next volunteers meetings

- Easter Fete – 9<sup>th</sup> March @ 2 p.m. in dining hall
- Dog Show – 4<sup>th</sup> May @ 2 p.m. in dining hall

ALL

#### 4.0 Any other business

MH advised that she will be inviting Kelly from Tesco along to the shed plaque opening in due course and maybe we could also see if she was available to attend the Easter Fete. LC to try and touch base with her.

MH/LC

**Meeting concluded : 3.10 p.m.**

**Next general meeting : TBC**