



West Ashton Primary School
Friends Of West Ashton School
Reg Charity - 1137442

FOWAS Committee Meeting
Thursday 10th October 2019 - 7:30pm
Discoverer's Classroom
MINUTES

Present

Jennifer Pritchard (Chair) JP
 Jeremy Bowman (Vice Chair) JB
 Matt Heywood (Treasurer) MH
 Hannah Bowman (Secretary) HB
 Jemma Molloy JM
 Nadia Harris NH
 Sarah Ponsford SP
 Kersteen McConnell KM
 Sam Mehsen SM
 Ali Earley AE

Apologies

Natalie Hillman NHI
 Emma Lewis EL
 David McConnell DM

Item		
1	Welcome and apologies JP welcomed the new committee.	
2	Minutes of last meeting (20th June 2019) The minutes of the last meeting were approved by JP. Matters arising - There were no matters arising from the last meeting.	
3	Matters arising from AGM Treasurer's position - Matt Heywood was appointed Treasurer. JB to produce new committee newsflash. Bank account signatories - JP confirmed that we needed to remove 6 signatories from the account and add 4 current committee members to the account (1 of these will be Mrs Huxham). The other 3 people who will be signatories will need their ID verified by the Bank. The bank statements will be sent to the school going forward. MH will action. Dropbox - JB is investigating the option of the committee having a Dropbox account. We will need to pay a monthly fee for this. JB will report back to the committee when he has further details. The aim is to make things as transparent as possible.	JB MH JB

4	<p>Chair's update JP confirmed we are in a good position. We currently have £7,200 in the bank. SP read out a message from Mrs Huxham about the library. The Trust has laid down strict rules due to the neighbours and boundaries. We need to be able to have level access to the library from the playground. It also needs to be visible and close enough to the main building so that children can go to the library unaccompanied. Acorn has offered to look at the site and provide a list of what is needed and provide a quote for the work. Electricians will be wired up to the gate access to Shooting Stars over half term and the library has to be positioned within 2 metres from there. There is a lot of groundwork to be done and security lighting and the thermal output needs to be approved. If we don't use Acorn to do the work we will need to use contractors that they have approved. We may need to rethink the design of the library to bring the cost down. It was decided that it would be best to use Acorn as we can then fall back on them should anything go wrong. It was also decided that we need a project team (JB, MH, SM and KM) who will meet with James (the Trust's facilities manager) to discuss the options and to also ask if there is the possibility of staged payments. JB will contact James and he will also update the Academy Council.</p>	JB
5	<p>Review of Family Fun Evening We had to adapt our plans due to the bad weather. We learnt a lot of lessons. We raised a lot of money. The tombolas alone raised £317, the tuck shop and BBQ raised £500, hoop-la and wine or water raised £108. We needed more help with clearing up and the event finished too late. Next time, we could start earlier and ask whether the cleaners could clean up after. We also need earlier access to the classrooms. KM suggested having a children's committee where they put forward their ideas. We could also try and get more of the older children involved in running the event. We also felt that we would need to plan the event earlier.</p>	
6	<p>Review of Quiz Night The quiz was great fun and we raised £66. The manager at the Red Admiral would be happy for us to hold another quiz there in the future. It would be preferred if the next quiz could be held on a Friday night. We will book a date for the next quiz night at the next meeting.</p>	JB
7	<p>School update SP requested money for a coach to take the children to their Forget Me Not visit in Steeple Ashton. The cost of the coach is £80. This was agreed. MH/JP to organise. SP also advised that she is trying to make links with the local community and has taken the children to West Ashton Village Hall to meet some of the villagers.</p>	MH/JP
8	<p>Future fundraising including School Lottery HB is to change the email address which is linked to the School Lottery to the committee Gmail account. We can then send out winner notifications on the FOWAS Facebook page as before to raise awareness and get more people to join in. HB also needs to check that we are up to date with our lottery registration.</p>	HB
9	<p>School events for 2019 Autumn event - 22nd October - It was decided that for our Autumn event on 22nd October, we will hold a Kids Quiz, Crafts and Cake Sale. JB will organise the quiz and HB will ask for cakes to be donated and also for volunteers. Nativity refreshments - 11th and 12th December Refreshments after Xmas church service - 20th December - free of charge teas. We will need to assign people to help with these events.</p>	JB/HB

	<p>Xmas event - 6th December - JP has been given a donation of festive things for the tombola. Galaxy Disco has been booked. We need to find a Father Xmas. Tickets will be £2.50 per child or £5 for a family ticket. There will be a kids tombola, crafts, tuck shop. JM will ask Cara Williams about whether we can get books from Book People again as Father Xmas presents and also JM will ask Cara about whether she has the Xmas decorations at her house.</p>	JM
10	<p>AOB JB, SM and DM will be doing a sponsored bike ride next year. KM and SM will ask their companies for sponsorship. We will promote this in the New Year. JB to send photos from this year's ride to KM. HB advised that we had received £1,000 from The Medlock Trust and £500 from Collaborate Global (one of KM's contacts). HB to organise thank you letters. HB passed on Tracy Kenyon's message about someone she knows holding a photo shoot at the school and the offer of FOWAS receiving 25% of the proceeds from the photos bought. HB to find out more details. HB to set up a messenger group for the new committee members. HB suggested we do the Silver Smarties challenge where FOWAS buys a tube of Smarties for each child to enjoy and then the children need to do chores and earn silver coins to fill the tube up and return to school after half term. All funds will then go towards the library fund. This was agreed. It was also agreed that we should apply for the Tesco Bags of Help scheme. HB to action. SM's company has a STEM team which visit schools. SM will enquire as to whether the team might visit West Ashton.</p>	<p>JB HB HB HB HB HB SM</p>
11	<p>Date of next committee meeting: 12th November, 7:30pm at The Lamb Inn. JM to book.</p>	JM
12	<p>Close of meeting The meeting closed at 4:15pm</p>	