



**Friends of School meeting
Meeting minutes – 26th April 2021
meeting held via Zoom**

Present:

Natalie Dennis, Co-Chair (ND)
Marie Chappell, Co-Chair (MC)
Kate O’Kelly, Vice Chair (KO’K)
Bill Britton, Treasurer (BB)
Dione Andrews, Trustee (DA)
Sarah Moody, Trustee (SM)
Leanne Brown, Trustee (LB)
Clare Pavey, Trustee (CP)

Apologies:

Fran Porter
Jo Ball

Agenda Item	Details	Action for
1.	<u>Apologies</u> Received & noted above	
2.	<u>Minutes of last meeting on 29.03.2021</u> Minutes circulated & approved	
3.	<u>Matters arising from last meeting</u> ND apologised for not getting a FoS newsletter done before the Easter break. A newsletter will now be created in time for issue before the May half-term break	ND
4.	<u>Bank balance update</u> Currently £2,711 in the account. Payments continue trickle in from YourSchoolLottery. Some nominal sums received from SumUp card payments generated by the Easter Trail event.	BB
5.	<u>Easter Activities feedback</u> The sale of Easter trail maps event made a profit of £85 with a further £50 profit from the pop-up shop.	MC/ND
6.	<u>Playground refurb update</u> <ol style="list-style-type: none"> 1. ND to get an update from SH regarding quotes for resurfacing. 2. The shed – A metal shed will be available to collect from MC’s work colleague in the near future. The old shed will need dismantling, contents will require temporary storage and a concrete base laying – FoS to organise a working party to carry this out over a weekend. 3. Play equipment condition and care – SM has been in contact with the school and company who installed the equipment. The school are doing weekly inspections of the equipment and sending this to Playdale Playgrounds Ltd. SM queried the splitting of the posts with Playdale and was informed this is normal – any posts with splits that is it felt may cause injury to children should be ‘sanded back’. 	ND MC SM

7.	<p><u>Year 4 Leavers party and gifts</u> There will be a BBQ at CP's farm for the year 4 leavers after school on 21/07. Hoodies and stationery/gifts in hand.</p>	KO'K/FP
8.	<p><u>A summer social for FoS</u> A provisional date has been agreed of Saturday 3rd July from 5pm onwards at the Royal Oak. Please put the date in your diaries for now if you think you would like to attend, and we will confirm the arrangements at the next meeting. All are very welcome to attend (whether you are on the committee or not, including partners and children!)</p>	
9.	<p><u>Summer raffle</u> When – The draw will take place on 19th July at 3pm (at school). Tickets to go on sale after the May half-term break to allow approx. 6 weeks to sell. Sell after school when we run the ice-lolly shop and outside Gray's Stores on Friday evenings to coincide with the F&C van. Make an approach to Richard Lock about selling tickets at football games. Posters to go up FoS notice boards etc.</p> <p>Prizes – Please can all committee members play an active role in obtaining raffle prizes. Please also use the excel spreadsheet (link sent to all previously by ND) to record any approaches made and their outcome.</p>	All
10.	<p><u>Artsreach</u> Sarah Ryan has contacted us for help generating support for their summer holiday workshops. A menu of the workshops available will be circulated to Committee members in the first instance for comments on preference which will be fed back to Sarah. Once Artsreach decide which projects to go with, FoS will help to promote through social media and the school.</p>	ND
11.	<p><u>Secretary role</u> LB has agreed to prepare an agenda and minute the next meeting. This role will be on a rotation system so another Committee member will be invited to volunteer this service at the next meeting</p>	All
12.	<p><u>AOB</u> Grant applications – it is time to start looking into available grants again. A pop-up ice-lolly and sweets shop – The first one will happen after school on Friday 30th (outside the gates) and depending on how successful this is, it may become a more regular event (weather permitting). Year 3/4 outside area refresh – as with the outside space for reception and yrs 1 & 2, this area would also benefit from some attention. KO'K to use funds raised at the pop-up shop to purchase some toys and a storage box. FoS to arrange a date for a working party to make good the area.</p>	MC/ND/KO'K K'OK/SM
13.	<p><u>Date of next meeting</u> Monday 7th June, 8pm (online only)</p>	

	KO'K to set up a zoom meeting a few days before to allow to be circulated prior to the meeting.	KO'K
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