



Friends of School

Milborne St Andrew First School

Minutes of committee meeting – Monday 13th July 2020

Present

Marie Chappell (MC)
Natalie Dennis (ND)
Kate O’Kelly (KO)
Bill Britton (BB)
Leanne Brown (LB)

Apologies

Caroline Richards (CR)
Kate Quinney (KQ)
Dione Andrews (DA)
Sarah Moody (SM)
Fran Porter (FP)

Clare Pavey
Jenny Diffey

Agenda Item	Details	Action For
1.	Apologies Received and noted above.	
2.	Minutes of last meeting Approved.	
3.	Matters arising None.	
4.	Treasurers Report Currently in account: £5139.11 Still have the remainder of the play equipment to pay: £3882. Leaving £1257.11. There are currently 4 bank account signatories, only one of which is a current parent at the school and on the FoS committee. BB will restart the process of changing signatories at the start of next term. 3 volunteers required. Charity commission return completed for Sept 2018-Sept 2019. During this period, total income was £5569 and expenditure £1922. Current charity commission trustees: Bill Britton, Caroline Richards, Kate O’Kelly, Jo Ball and Clare Pavey.	BB
5.	Fundraising <ul style="list-style-type: none"> Change jar challenge – Aim to fill jars with loose change over the summer holidays. Jars could be decorated. We have set a target to collect 100 jars. To be advertised ASAP. MC has already made a poster. This will be sent to school to be added to the newsletter and will be used to advertise on local community 	MC

Facebook pages, in the shop, post office and pub. MC to ask the pub if they would have a jar in the bar as well. Jars to be handed into school reception by 25/09/2020, the first FoS meeting of the term.

- Virtual Balloon Race – To be started in the new school term.
- Treasure hunt – Pictures in windows for children to find around the village. ? have a Halloween theme and do this in the October half term.
- Christmas cards/tea towels/coasters – designed by the children. KO to organise this and discuss with Sharon Hunt. Aim to arrange it by the end of the first half term.
- Jumble trail around the village – Sellers pay for a table that they set up outside their house. They keep the profit from what they sell. We provide a map, which buyers pay a small amount for. Decided that this should be organised once Covid 19 restrictions are lifted further, to encourage more participants.
- Easy Fundraising and Amazon smile – need advertising again.
- Where's the Head – a clue based game.
- It has been suggested that we could get together with other school PTA groups (those in GTAT) to do a big fundraising event and share the profit. KO to email other PTAs. Could also do this with the preschool and toddler group in Milborne.
- 2021 is the 20th anniversary of the school being at the Hopsfield site. An event to be organised to celebrate this. To be discussed at the next meeting.

KO

6. **School Lottery**

This is bringing in small amounts of money but there has not been a huge uptake of ticket purchases. It was decided that this needs more advertisement. So far, we have only advertised on the school newsletter and on the FoS and Milborne Facebook pages. ND to make posters to put up around the village, in the shop, post office, chip van, doctor's surgery and pub. It will also be in the Reporter.

KO

ND

7. **Play Equipment**

Thank you to all involved with this. All installed but not yet signed off. Final bill to be paid once this is complete.

For the warranty to be valid, the grass cannot be strimmed around the wooden posts. Signs to be put up to ensure this. FP has offered to dig the grass up around the posts and put down wood chippings. FP to discuss this with Sharon Hunt.

There also needs to be regular inspections of the equipment and a paper trail to prove these checks. The company have provided a template for this. FP to organise.

FP to send a copy of the contract to FoS.

FP

8. **The FoS Shed**

Thank you MC and Steve Chappell for the recent shed clear out and tidy. Inside is dry. Brambles cleared away from the back of the shed. Trees still need lopping back. Storage boxes purchased and now in use to

prevent rodent damage. They feel the shed is repairable. Thank you to Barry Andrews for looking at the shed for us. ND/MC to ask the local community and local merchants for donations of repair materials i.e. roof felt, wood, paint. ND has already registered with B&Q charity donations list. ? to organise a working party in the next school term.

ND/MC

9. **Donations for individual classes for 2020/2021**

Discussion around how it is best to do this to ensure it benefits all the children. For us to buy a specific item or to give each class a set amount per head. ND/MC to discuss with Sharon Hunt what is really needed.

MC/ND

Mrs Pratt has suggested repainting the playground markings, improvement to the sensory room, a new outdoor structure to replace the pergola and repainting the car park markings. It is felt that these are all things the school could apply for grants for. MC to research what grants are available.

MD

10. **AOB**

- Bikes in school - ? if this will still be allowed in the new school year once all pupils return to school. SM asked about bike-ability. Normally the school organise this for the year 3-4 class. To be discussed with Sharon Hunt.
- Year 4 Leavers – Thank you MC for organizing the leavers gift bags and thank you to all the year 4 parents that contributed. Just waiting for 1 more item to be delivered and then they will be given out. The leavers books are also ready but will be given to the pupils on their last day at first school at the start of September. The leavers party is unlikely to happen due to the Covid 19 restrictions.
- Leaving gift for Miss Grimshaw – MC collected enough money to buy £150 JL gift card and an orchid. Thank you to all that donated to this.
- The current FoS secretary will be stepping down next term due to work commitments. This position will be available for anyone willing to volunteer. Please contact ND, MC or LB about this.

11. **Date of Next Meeting**

25th September 2020 – 13:30-14:45 - School