

MINUTES – FRIENDS OF THE SCHOOL MEETING

23RD November 2018

- **Present** - MW, LS, RD, NC, SA, MM
- **Apologies** – CS, RW, CW
- **Minutes of last meeting approved** – Minutes could not be found so were therefore not agreed. Will agree next meeting.
- **Matters arising** – Caroline Simpson (CS) agreed at earlier event to join the committee, if she couldn't make meetings she was happy to help at events.
- **Finance Report** – Accounts for 2016/2017 have been audited by Tanya Ibberson and filed with the Charity Commission.
Bank account balance is £2,536.98.
Takings for the Halloween Disco were £252.17 and profit was £197.08.
- **Feedback on Halloween Disco** – It was felt that the sales of sausage rolls/cheese and onion bakes and crisps were a good addition, we sold out of them out by the end of the evening and as the disco was 4.30 until 6.30 it was a good time for tea and a good alternative to all sweet things. Will definitely sell again but help would be needed cooking next time as took over 5 hours to cook everything. Torches sold well again. Good turnout, timing was good.
Possibility of hot dogs in rolls for next year, hot dogs could be cooked and kept warm in slow cookers, SA's husband could possibly source hot dogs at a good price, then only need rolls and sauce.
Better to have a general fancy dress code than a theme.
MM asked about purchasing cake stands for FOS use rather than borrowing from members as they proved very useful, and looked nicer, also helps with health and safety as people could help themselves. NC would source and report to school.
Mandi Wood also helped on the night.
- **Christmas Fayre** – 1-3pm on 7th December. RD apologised that she would be unable to help as had a funeral to attend.

School would send out plates for cakes. Letter for non-uniform days has gone out and Santa letters had already received 42 replies. Present checking on Friday 30th November and possible shopping, and tombola ticketing. Miss Mackay has offered to ticket tombola and run stall.

Grotto needs setting up on morning of 7th December at 9am. Need volunteers. CW would hopefully be available, and possibly MW, MM, and SA. Teachers would set up classrooms and stalls. Mrs Baker's class – stalls, hall year - 5/6 stalls, refreshments in Miss Dowell's room, grotto in IT suite.

MM to check refreshment supplies. LS to do shopping.

Stalls to include Raffle, tombola, 5/6 stalls, cakes and refreshments, Santa, envelope game, teddy game, white elephant, lolly game, chocolate game. Will be asking for offers of help to run stalls.

Lindsay Arnold can provide metal grid and MW has plastic pool for chocolate game.

- **AOB**

Lockers are being looked into re purchase. Nothing else on wishlist.

School play – Friends of School to run refreshments. RD to bake cookies and submit receipts.

£5 budget was confirmed per child for teachers "Santa" gifts.

Bottle of wine for accountant to be purchased by MM, maximum of £10.

- **Date and time of next meeting – Friday 25th January 2019 at 3pm.**