

## Friends Meeting Minutes – 22/01/16

**Attendees:** Joe Burrows, Sarah Jones, Mary Brophy, Maribel Skelly, Katherine Francis, Sahrah Chaudhri, Louise Garrett, Jennie Sexton, Michelle Parfremment, Adele Forrester, Jen Shadrack, Fiona Feltham and Claire Harris.

**Apologies:** Caroline Robertson, Emma Courtman, Mira Percy, Christina Flynn and Kate Lloyd.

Item	Notes	Actions/Who
<b>1.Fundraising Update</b>	<p>Recent fundraisers raised the following amounts (net after costs):</p> <ul style="list-style-type: none"><li>• Christmas Fair - £2400</li><li>• Christmas cards/mugs - £442</li><li>• Cinema - £110</li><li>• Oxted “Adventure” - £72</li><li>• Bag2School -£116</li><li>• Grasshopper Cake Sale £33 (with a further £33 to the class)</li></ul> <p>Thanks to everyone who worked so hard to achieve this.</p> <p>The bank balance currently stands at approx. £3600.</p> <p>Unfortunately in December we found ourselves with a deficit which was resolved by way of a short term loan from Sarah Jones (for which many thanks). This has now been repaid. In the future we must ensure that the account maintains a minimum balance of £1000 at all times to avoid this happening again.</p>	
<b>2. Ideas for spending money</b>	<p>The aim of all this fundraising is to spend the money the year it is raised so it directly benefits our children.</p> <p>The Friends have agreed to contribute £3000 towards the cost of some outside musical instruments; the school will meet the balance of the cost.</p> <p>The Friends also considered the following:</p> <ul style="list-style-type: none"><li>• <b>Artificial Grass</b> Maribel wondered whether it might be worth investigating putting down some artificial all weather grass in certain areas of the playground, for example, where the monkey bars are sited as this would enable the equipment to be used year</li></ul>	<p><b>Mrs Lewis/Ms Chaudhri</b> to organise.</p> <p><b>Maribel</b> to investigate further.</p>

round. This is likely to be costly (and we would want to ensure we retain suitable areas of natural grassland) but it was considered worth looking into.

- **Educational presentations/talks**  
The Friends have in the past paid for activities to be put on at the school by external groups, for example, the Animazing show last year. These are very popular and, budget permitting, hopefully we can pay for something later in the year.

### **3.Fundraising Ideas**

We need to make a real effort with fundraising activities. Some ideas for the future:

- Recycling printer ink cartridges – this has been done in the past but stopped for a number of reasons. It might be worth resurrecting. **Ms Chaudhri** to try and obtain details of the firm previously used.
- Foreign Currency - this might be something we could start collecting.
- Sports Day – this may be a good fundraising opportunity. In the past staff organised a ploughman’s lunch for parents for charity. This is something the Friends could perhaps do.
- “Cinema Club” – one of the local schools fundraises by putting a film on after school and those children wanting to do so can stay and watch it; this is something we could look into although we would need to ensure we don’t clash with an after-school club and there would need to be enough adult “supervisors”. **Michelle** to investigate.
- Race Night – this could be a fun night out.
- Shopping bags with children’s “designs”. This is usually done every couple of years.
- Photos of children – these are a valuable fundraiser; it would be good to try and take photos at suitable school events. Spring/Easter assembly?

### **4.Glow Disco**

The family disco will take place on Saturday 27 February 2016 3pm - 4.30pm. Sarah’s brother in law has kindly agreed to provide his DJ services (again). This is a fun afternoon’s entertainment for the kids and very popular. There will be glow sticks to buy and refreshments. Parents will need to be reminded that children attending must be accompanied at all times by an adult.

**Michelle** to co-ordinate event and organise poster.

**Class Reps** to advertise.

**Maribel** to organise hot dog stall.

**Mary and Christina** to organise and run “dry” bar.

**Joe and Jennie** to organise teas/coffees.

There should be some glow sticks in the shed as these were purchased in bulk last year.

- 5. Easyfundraising** This is an easy fundraiser as you make money while you shop online. It's easy to set up. It would be worth sending out a reminder to try and drum up support. Sarah confirmed that the funds raised are paid automatically into our account on a quarterly basis. **Mary** to arrange for a reminder to go out in book bags.
- 6. Second Hand Uniform** A reminder to get this out as often as we can (it is in the cupboard in the cabin). Maybe this could be done once a month after school? We still need more hangers (especially for trousers). £1 for items with school logo/50p for other items.
- 7. Friends Shed** The Friends' Shed needs clearing out. There are some bags of items left over from the Christmas Fair that need to be taken to a charity shop. **Mary** to remove the Father Christmas gifts left over so that these can be stored elsewhere to avoid damage.
- 8. Quiz Night** Last year's Quiz Night was a great success and it would be good to repeat this. This has been scheduled for Saturday 23 April 2016. **Mary and Christina** to organise (with support from others) and obtain bar licence. Lucie Davies and Jo Wright did a great job of organising this in the past but their children have now left the school. Mary and Christina have agreed to organise this year. Tickets are usually £10 to include a meal (catering arrangements to be confirmed). There will also be a bar. Further details to follow. Offers of help on the bar will be required nearer the time.
- 9. Carnival** When this year's theme is announced we can start to plan. **Maribel** to keep an eye out for the announcement of the theme.
- 10. Rag Bag** The collection before Christmas using the new firm (Bag2School) appeared to go well. It would be good to schedule another collection – perhaps after Easter? Discuss at next meeting.
- 11. Cake Sales** Bumblebees need to schedule their cake sale – 12 February 2016? **Emma Courtman**  
Butterflies need to schedule their cake sale – 11 March 2016? **Louise Garrett**
- 12. Easter Egg Hunt** The Friends run an annual Easter Egg hunt after the Spring Assembly. This may be on 24 March 2016. Arrangements to be discussed at next meeting.