



Friends Meeting Minutes – 11/01/18

Attendees: Jemma Rudnicki, Mary Brophy, Jessica Wills, Sarah Cole, Adele Forrest, Michelle Parfremment.

Apologies: Fiona Feltham, Sarah Parker, Kate York, Rebecca Mason, Jen Shadrach, Zoe Seed, Milly Anderson, Maria Packham.

Item	Notes	Actions/Who
1. Christmas Fair	<p>This was a great success; thanks to all who helped with the preparations and supported the event. We made a profit of £3315 including £1517 from the silent auction which will be put towards St Marys MUGA. It appears to have been our most successful fair ever; early preparations helped.</p> <p>Feedback on the crafts was that the prices were too high; we will reconsider this next year. As in previous years we needed more face painters.</p> <p>It might be nice to send a letter of thanks to those organisations/individuals that donated silent auction items to let them know the total raised and that this is going towards the MUGA.</p>	<p>Jess to arrange for the MUGA contribution to be paid to St Marys.</p> <p>Jemma to liaise with Andrea.</p>
2. Cinema Trip	<p>The cinema has been booked for Sunday 28 January (Paddington 2 will be shown). Following the cinema refurbishment although the hire price has remained the same the screen in which the film will be shown has less capacity so we haven't been able to offer as many tickets as in previous years. Tickets have now sold out and we have made a profit of £130.</p>	<p>Zoe Seed and Sarah Parker to co-ordinate.</p>

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3. Quiz	This will take place on Saturday 28 April.	Mary and Christina to arrange.
4. Cake Sales	Friday 9 February – Turtles/Seahorses Friday 25 May – Starfish/Angelfish	Class Reps to co-ordinate.
5. Bag2School	This has been arranged for Friday 23 February.	Christina to co-ordinate.
6. Carnival	Mrs Lewis would like to walk with the Downs Way entry this year as it will be the last; preparations involve a lot of hard work and the sooner these start the better. Emma Courtman has kindly agreed to lead the carnival preparations with Jemma. As soon as the theme for this year is published we will put in our entry.	Jemma and Emma to lead and co-ordinate.
7. Pram Race	It might be nice to have a school entry in the pram race this year, perhaps reflecting the names of the classes.	Volunteers to co-ordinate/participate required.
8. Summer Party	A summer party to celebrate Downs Way school and mark the end of an era will take place on Sunday 1 July; preparations will start after half term.	Volunteers needed to co-ordinate.
9. Adult Disco	Following the success of the last children's disco some have asked whether it might be nice to have an adults disco at the school, perhaps this could be themed, for example, an 80's night. This may be possible if we have volunteers to organise the event. Jemma will try and obtain some feedback on whether people would be interested via the Facebook page. A possible date of Saturday 9 June was mentioned; Michelle will see if the DJ we used before would be available and the price.	Jemma to post on Facebook and consider feedback. Michelle to make enquiries of the DJ.
10. Children's Disco	The last disco was very well received, a possible date of 3 March was proposed.	Michelle to enquire of DJ.
11. Educational activity for the children	It would be good to spend some of the money we have raised on an event for the children. Yorkshire Building Society is due to run some money awareness sessions with the children.	Jemma to discuss with Ms Chaudhri.
12. School Uniform	This needs a good sort out. It might be an idea to get rid of the surplus items at	Michelle to check when the cabin can be

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	the next rag bag collection or to charity, especially as some of the items will not be suitable following the merger of the schools. We will try and put the uniform in the cabin with an honesty box with all items being charged at 50p.	used.
13. Finances	<p>Jess confirmed the following:</p> <ul style="list-style-type: none"> - We passed the 2017 audit - We could make more on VAT recovery - The accounts will be presented to the Governors - The Teachers class room fund is being paid (£600) - We have made £4400 profit so far this academic year - We will pay the annual subscription to PTA UK and claim a refund for any unused months once the schools merge (PTA UK has advised this is the process) 	

Date of next meeting – Thursday 22 February 2018, 8 pm at The Old Bell, Old Oxted.