

FOSP Meeting Notes 26th April 2017

Attendees

Joanna Williams, Maria Mussell, Brad Smith, Rachael Clarke, Helen Thornton

Fashion Show

- We will sell tea and coffee for 50p each and provide complimentary crisps. Cookies will be on plate next to a bowl for donations. Alcohol will be £2 per glass.
- A text will be sent on Friday 28th April to request home baked biscuits from anyone wishing to support the event. **Brad**
- A text will be sent on the morning of Thursday 4th May to Helen to confirm quantities of biscuits received for event. **Brad**
- Joanna will be selling tickets after assembly this week. **Joanna**
- Event will be promoted again in assembly, confirming that tickets will be sold on the night. **Maria**
- There are 6 businesses at the event: Shu2u, Tinkerbean and the Poplettes, Heaps of Treats, Body Shop and Wood and Chocolate and Crafty Lass.
- Stall holders will pay £10 for the stall and donate a raffle prize. They will need to set up their stalls from 6pm.
- Raffle tickets will be on sale from £1 per strip and there will be 6 prizes. **Sharon**
- Class 4 will be in use for a meeting on the night. Class 2 can be used as a changing room, with the Club Room for Bar and Heaps of Treats, Class 3 for the remaining 4 stalls. The show starts at 7.30pm and will last for around half an hour.
- On the night Brad will be on the door, Rachael and Helen on the bar, Joanna assisting with anything else.
- Dawn Rose has Lilly Ashworth, Lizzie Riley-Haworth and Miss Weldon modelling on the night plus some she will bring. She will provide a raffle prize and a cash donation to FOSP pending takings (for which we will need to give her a receipt).
- Joanna has been to see Dawn Rose and drawn up a plan of how the hall will be laid out. She has suggested including the other stalls in the hall which we can sort on the night. She will arrive at 6ish and will need help to bring in her things. This will be 4 long clothes rails and jewellery to display on a table. **ALL**
- Prosecco will be on a table on the left as you come into the hall. A non-alcoholic alternative needs to be bought. **Helen/Joanna**
- Shopping will be done on the day and included a further 9 bottles of prosecco, crisps, cookies, juice, rose wine, tea, coffee and milk will be bought. **Helen**

Finance

- The balance of the FOSP account is £2642.05.
- The balance of the Bee Lucky account is £3513.10. This money is to pay the cost of the diocese building fund for the school, and is not for use by FOSP.

- Confirmation is needed on how many parents are participating in the Bee Lucky scheme and how many draws are outstanding. **Brad**
- Outstanding draws need to be done as soon as the finance arrangements can be sorted. **Maria**

Pyjama Party Key Stage 2

- This will be on Thursday 22nd June from 6-8.30pm. Tickets will be £4 including a hotdog and movie. Parents will be able to collect from 8pm.
- The ratio of adults to children needs to be 1:10 minimum, with a minimum of two staff attending.
- A shortlist of 5 films needs to be pulled together for the children to vote for. This will use feedback from Miss Green and Mr Hobson following previous showings in school. **Brad**
- A license for showing the film will be needed. Look into costs and requirements. **Rachael**
- There will be a tuck shop.

Family Quiz

- There will be a take home / complete in school family quiz sold for £1 to raise funds.
- This will be advertised on the newsletter and run for a two week period.
- There will be a cash prize. **Rachael**

AOB

- The first newsletter was sent out this week, and it is proposed that an updated version of this is sent out with the new intake pack for the parental meeting on Thursday 15th June at 6pm. Helen T will hopefully be able to talk to the parents on the night to explain what we do.
- Other fundraising ideas discussed were as follows:
 - Tea Towels – We will look at this for Christmas. **Helen**
 - Calendar – As above. Brad to look at costs and feedback. **Brad**
 - Artwork – Previous years made a special piece of artwork that the parents bought that was run by the staff in each class. Cost needs reviewing. **Rachael**
- Lizzie forwarded some good ideas from another school where they take a more direct approach to rally support.
- The PTA UK website we currently pay for has not been used as a resource in the past 12 months. Confirmation needed on what insurance is provided by membership. **Brad**
- The license for the raffle needs to be cancelled. **Helen**

NEXT MEETING THURSDAY 25TH MAY AT 6PM – ALL WELCOME