

MINUTES

FOWP Committee Meeting

September 18th 2017

Present: Fleur Carey, Trudy Cox (Chair), Becky Girvan, Maria Gostling, Colin Granlund, Caroline Jones, Karen Jones, Jacqui Kane, Dominic Kenrick, Nikki Mansfield, Heather Martin, Sally Prince, Rachel Southwell, Vicky Twibell, Sharon Wade

Apologies: Liz Arbon-Stuckle, Howard Collins, Nicky Lawrence, Lucy McCully, Nicky Mordecai, Catherine Snashall, Martina Zikmundova

1. **Minutes of the last meeting (June 12th):** Agreed

2. **Matters arising:** None

3. **School business:**

a) **Scope of FOWP:** The role of FOWP within the school was reiterated – it remains a small group which is a sounding board for changes within the school, providing feedback from parents' perspective. In addition, FOWP raises funds for the school, for which the school is very grateful.

b) **Music room upgrade:** FOWP have previously ring-fenced £2000 to support a grant application by Warden Park to a music charity for funds to update the second music room. This grant application was successful, and the charity have provided £12,500. The school requested a further £2500 to complete the upgrade, which was approved by FOWP.

c) **Fund-raising projects and priorities for 2017/8:** The school will provide a list of their ideas at the AGM in October.

4. **New members campaign.**

There is little activity on this at this time of the year, but is a general ongoing need.

- Meet the new Headteacher evening: this was suggested last year as an event for this term, and which will now be combined with the AGM next month. FOWP to host the evening with wine and nibbles, Mr Kenrick to talk about his vision, and then be available to chat to parents. Trudy to also talk about FOWP – who we are, our need for a new Chair and committee members
 - Becky to contact Anne to arrange a date mid-October (possibly 16th October)
 - Becky to contact Howard to see about putting this event on Eventbrite as a free event.

5. **Fundraising events:**

a) **Year7 Disco:** Will not be happening this year. FOWP to suggest several other options as events for the new Year7 pupils as it was felt a shame not to provide this cohort with a social event. Possible suggestions: a film night, a samba dance lesson, a fun quiz event with prizes. The Year7 parents present at the meeting to canvas their children to see what they might like, then Becky and Fleur to contact Mrs O'Brien

and see whether any of the FOWP options might be acceptable to the tutors and support staff of Year7.

b) Christmas Fair: 10 am – 3 pm on 25th November

- Trudy and Jacqui to coordinate the raffle
- Nicky Mordecai to run the café
- Jacqui to help with one of the games, possibly with student helpers
- Music Department are providing musicians
- So far, we have interest from ~20 stall-holders, Emma Myers to send out confirmation letters and ask for payment shortly. Stall price for this year is £20 for a confirmed, paid booking by October 20th, and afterwards stalls are £25.
- We need 1 stall for Young Enterprise, 1 for Warden Park Primary, 6 for the Peru fund-raisers, 3 for FOWP (cakes, tombola, chocolate wheel)
 - Trudy to contact Cuckfield Life (press deadline 23 September) to have an advert. There is also Lindfield Life, and Hurst Life, which may also run the advert for us.
 - Becky to contact Anne to put the Fair on the school calendar
 - Becky to write a short article for the school newsletter asking if any parents would like to take out a stall at the Fair.
 - Trudy to draw up a room plan so we know exactly how many stalls we can sell

c) Primary Cross-country: Date for this event is 2nd December, 8 am – 11 am.

- Becky to ask Anne to put this on school calendar
- Usual attendance is 500 people.
- Trudy will head the kitchen, with a view to showing others ready for next year and other events

d) Christmas Concert: Suggestion that the concert is opened to drama and dance departments as well as the music department, so that at the end of the performances, we can use the collection buckets to raise money for the costumes for the school production of Grease in February 2018.

e) Easyfundraising: Committee encouraged to sign up, and to spread the word.

f) 300 Club: This is the school's lottery – parents pay £20 for a ticket for the year, which is then entered in monthly draws for cash prizes. The 300 Club currently has only 83 members, and really needs a marketing drive and a new lease of life. Sally to step in to help Fleur. The timing of asking parents to contribute was felt to be important, especially for the new Year7 parents, who have quite an outlay already at the start of the school year.

6. Spring bulb fund-raiser: Heather to contact Howard about the possibility of the pupils being involved in bulb planting in small school groups, perhaps through Mrs Bell and the forest school project. He may also be able to identify members of staff that may be interested in organising a mini-gardening club to take on the bulb planting. The concept is to bulk buy bulbs, sell these to parents, then use pupil groups to enhance the school grounds and have a display of daffodils in the Spring. Planting needs to occur in Oct/Nov,

so this is a project to start perhaps in the Spring/Summer with selling the bulbs and planting next Autumn.

7. Treasurer's report:

- a) Independent State of Cuckfield cheque for £400 received from last October's Mayor's procession
- b) Cheque for £72.50 received from the online auction of the Brighton and Hove Albion kit.
- c) £98.67 received from Find a Fiver
- d) Overall fund-raising achieved ~£6500 during 2016/7
- e) Karen is due to step down as treasurer at the AGM, but will be around to support and help the next treasurer.

8. AOB: None

9. Next Meeting: AGM and Meet the new Headteacher: Monday 30th October