

MINUTES

FOWP Committee Meeting

November 13th 2017

Present: Liz Arbon-Stuckle, Fleur Carey, Becky Girvan (Chair), Colin Granlund, Caroline Jones, Karen Jones, Jacqui Kane, Nikki Mansfield, Sharon Wade

Apologies: Victoria Barrett, Howard Collins, Maria Gostling, Dominic Kenrick, Nicky Lawrence, Heather Martin, Nicky Mordecai, Sally Prince, Rachel Southwell, Lucy McCully, Catherine Snashall, Claire Sumpter

1. Minutes of the last meeting (October 30th): Agreed

2. Matters arising: None

3. School business:

a) Going forward, Dom will attend FOWP meetings periodically

b) Fund-raising projects for 2017/8: Rough costings of the projects for this year were discussed

- Minibus - £10,000
- Dance floor – need quotes, but not yet known
- Lights for the assembly hall - £4,000-5,000
- STEM projects - £500-£1000
- Total needed for projects this year: ~£20,000

4. Fundraising events:

a) **Year7 Street Dance Event:** Only 20 children have signed up for this, but it is going ahead with Jacqui, Fleur and Caroline.

- Fleur sourcing plastic cups for squash (sugar-free) and water. Each child will be offered a couple of small cakes/flapjacks.
- Becky to check with Mrs O'Brien about who is signing in the children, and if they need to be released to a parent at the end of the event.

b) **Christmas raffle:**

- Trudy and Jacqui have coordinated the raffle prizes. Jacqui to send an updated list of prizes to Howard
- Sharon is helping Howard with sending out the raffle tickets to those who have bought their tickets
- Becky has emailed Hazel Mills to let her know about the buckets to collect money for the costumes for Grease. Becky to email Miss Mills to let her know the raffle will be drawn at the concert, and also to let Mrs Jackson know about the buckets.
- Becky to email Howard to check there is a gaming license in place for the raffle.

c) **Primary cross-country:** 2nd December, 8 am – 11 am; Usually 500 people.

- Becky to email the volunteer list for helpers – we need 2/3 people from 8 am to man the carpark.

- Trudy will head the kitchen, with a view to showing others ready for next year and other events. We will need another 5 people for serving/catering (2 people from 8 am, others from 9)
- Karen to provide the float and signage/price lists
- Becky to email Jonathan Beck for room set up, and Neil for use of the urn, hot water jugs, hot plate etc.
- Becky to contact Trudy for quantities of rolls etc that will be needed.
- Serving hot Ribena this year, rather than hot chocolate.

d) Christmas concert, Tuesday 12th Dec:

- Helpers needed – Claire Sumpter, Jacqui, Karen (Becky and Fleur beforehand).
- Raffle tickets also to be sold before the concert, prior to the draw.

e) January event, possibly a Ceilidh on Friday 25th Jan.

- Becky has had a quote from the band that Holy Trinity use each year for their harvest barndance – the Hopdogs – who charge £480 for the evening, and the caller would be an additional charge. For this event, this seemed a bit expensive. Was thought better to try for a cheaper event (caller with taped music), low entrance charge, no food, just a fun event. If this goes well, we could plan a more elaborate event in the Autumn.

f) School production, Grease, 8 and 9th Feb

g) Quiz night, 2nd March

h) Beer, band and chilli, 22nd June.

5. Treasurer's report: Karen to continue tidying up and simplifying the FOWP accounts.

- a) We currently have ~£6000 on account

6. Update on ongoing projects:

- a) Spring bulb fund-raiser: Action is still with Heather to contact Howard about this, with the idea that it should start late Spring/Summer, so we have money for bulbs early Autumn.
- b) **300 Club:** Sally Prince is helping Fleur with this now. Membership is up to 87.
- c) **Easyfundraising:** Take up on this is really slow. Becky to supply a poster for the staff room, and continue with newsletter pleas.

7. AOB:

- a) **Colour Run** – Becky to ask Dom about organising a Colour Run, maybe as a finale on Sports Day.
- b) **Grab-a-treat** – Becky to ask Dom about having a sale for the pupils as they leave school on the last day of term. Pupils finish at 1.00, so could do a fast and furious sale – everything easy denominations of money, grab a treat quickly, so no one misses their bus home etc.

8. Next meeting: review and Christmas drink – Sergison Arms, Haywards Heath from 7.30 – venue tbc