

Minutes of F.O.S.S Meeting held on Wednesday 31st January 2018

Present: Sam Vigor, Kerry Fitzsimmons, Andrea Morrison, Angie Smith, Laura Keane, Zoe Fowle, Emma Turner, Jenn McIlwaine, Kay Bridson, Jane Davies, Alex Woods, Isabel Habert

Apologies: Nicki Roberts, Trudy Chenery, Sarah Alford, Gareth Sullivan, Tamara Antone

Meeting started: 19:05

- 1. Introductions.** We welcomed Jane to the FOSS meeting.
- 2. Sign off previous minutes**
- 3. Finances:** (Income from the adult disco not yet included)

Bank account:	£11,977.70
Cash tin:	£733.48
Savings account:	£901.29
Total:	£13,612.47

Outgoing costs will be deducted from the total above for the life education centre, 100 club prize money and refurbishment of the outdoor areas.

KB outlined some of the projects that are likely to require a FOSS contribution in the next financial year, including the plan for an outdoor classroom, some further work on the outdoor boardwalk / pond area and the need to replace the play track around the edge of the field.

There was a discussion about the funding of school trips and it was agreed that FOSS would ring fence £2000 per year in order to provide £10 of funding per child for a trip with the remainder being contributed toward various school events as required.

KF asked if we could have some more information about costs when they are known so that a financial forward plan could be created.

We all talked about the voluntary contribution the parents made to the cost of the life education centre and whether the donations might be increased if the school newsletter asked for a suggested minimum contribution or raised the suggested contribution to £2. KB to consider this.

4. Events

Feedback from Christmas Bazaar:

We all agreed that it was time to upgrade Santa's grotto. IH has a plan for a new grotto interior which would be easy to assemble and store. Some new fairy lights were purchased in the January sale for the new grotto. IH to provide a design for review before any further purchases are made.

Some of the toys given by Santa broke straight away leaving the children very disappointed. AS to contact the elves and ask if there could be better quality control next year.

Feedback from Adult disco

This was a new event and everyone who attended gave positive feedback so we hope to hold another. It made £75 profit, which was very good considering it was arranged at fairly short notice and held in January. GS has kindly offered to do another, we discussed whether it might be good to have one at the end of summer term so that leaving parents can socialise or in the autumn term so the new intake of parents can get to know each other. Nothing decided - will be discussed again at a future meeting.

School disco – Friday 2nd Feb

SV has list of people who will help.

SV to ask for cake donations via the facebook page.

Jumble sale – Sat 10th March

SV has list of people who will help set up and run the jumble sale.

SV to ask for cake donations via the facebook page.

IH has placed advert on Spire FM and asked for an advert to go in the parish magazine. IH to create and distribute posters and book bag fliers.

The advert to be included in the FOSS newsletter will clearly state that we cannot accept electrical items, furniture or any kind of cassette tapes.

Mrs Munt suggested we have a rota to organise for the moving of jumble donations to the shed.

Bingo night

We hope to hold another and discussed possible dates in March. IH has approached the bingo caller and is waiting to hear back.

Defibrillator family sponsored walk

The community of Stratford-sub-castle are raising money for the purchase of a defibrillator. Families are invited to join a family sponsored walk on Sunday 18th March. KB to put more details in the school newsletter. IH to add some information to the FOSS newsletter.

5. Fundraising and promoting FOSS

SV raised the idea of having a FOSS chalkboard at the school entrance next to the school chalkboard. Parents and children look at these every morning so it seems a good way to share information. Various people to research the cost of chalk boards.

SV raised the idea of keeping a clipboard on the desk outside the office where potential helpers could sign up for events.

'Give as you live' is an internet site that donates a percentage to your chosen charity when you shop online with certain retailers. <https://www.giveasyoulive.com/> SV to investigate further.

Miss Robinson has been accepted to run the London marathon and has very kindly nominated FOSS as her chosen charity. She would like the money she raises to be spent on the track replacement. We need to register FOSS on one of the internet based sponsorship sites but some of them are profit making and would charge FOSS an administration fee. IH to research the various options to find a giving site that maximises the amount Miss Robinson can raise. IH to promote this in the FOSS newsletter.

We discussed having more pop up shops and decided to have a pre-used uniform sale one Friday after half term. Date to be decided.

6. Any other business:

The charity commission have made a spelling mistake on our charity name. Hopefully it will get corrected soon but in the meantime we can carry on with other outstanding administration.

A parent has applied for charitable funding from Tesco for £4000 funding which FOSS would need to match. We agreed in principle but are waiting for more details about this.

SV raised the idea of not having the October jumble sale but doing a different event instead such as an early Christmas sale. We could still do the bags for school collection and will canvas opinion. Other ideas included a book sale, cake sale, table top sale or nearly new sale where people hired a table. We also discussed the excess of books we have and whether we could sell them via the internet or a pop up shop.

JM will organise tickets again this year for the pantomime held at the Salisbury Playhouse

ZF suggested we might hold a quiz night as there are some local people who can provide all the required parts and it should be quite straight forward to organise. She will research and report back.

AS reminded us that we need to think about donations for raffle prizes for the June Fayre. We normally do this as soon as the new financial year starts.

IH asked if we could think about themes for the June Fayre. If we can make a decision at the next meeting it gives us time to plan decorations and promotional material. Ideas put forward included Roald Dahl, inventors and science / scientists. All to think about this, discuss and agree next time.

We discussed the circulation of meeting minutes and decided that minutes would be published in the following way:

- Facebook page
- FOSS section on the school website
- printed copy placed on the FOSS notice board
- emailed to all who attended the meeting, or sent apologies

Meeting closed: 20:33

Date of Next meeting: Weds 21st March at 7pm