



	<p>committee agreed to discuss the plan with AW at a future meeting. It may be possible to ask parents via the school newsletter for suggestions for projects. Parents may like to respond by FOSS email.</p> <p>The committee agreed to consider buying more supplies for FOSS events e.g. replenish mugs, glasses, food baskets etc.</p> <p><u>The following items/invoices are from previous minutes:</u></p> <ul style="list-style-type: none"> <li>• Charity Commission: GC to be added to the list of Trustees of FOSS with the Charity Commission.</li> <li>• Closure of the dormant account (~£35) from the previous FOSS Committee. No plans at present to transfer the money as account holders could not be found.</li> <li>• Flowers for Sally Barnes as a thank you for auditing the accounts to be confirmed for the minutes.</li> <li>• Changes to the accounting method to be confirmed for the minutes: <ul style="list-style-type: none"> <li>○ money raised at each event is to be counted by two committee members,</li> <li>○ the 100 Club winners to be listed for the accounts,</li> <li>○ accounts to be made in "Daybook" format</li> <li>○ projected spend (to include any plans for the potential for FOSS within an expanded school) to be confirmed.</li> </ul> </li> <li>• Funded Items: <ul style="list-style-type: none"> <li>○ GC has organised the payment and a confirmation letter to the PPC for the KS1/Foundation Outside Area. Foundation/KS1 Space balance payment to be confirmed for the minutes.</li> </ul> </li> </ul>	<p>ALL</p> <p>ALL</p> <p>LB/VS/ AH/EG /GC</p> <p>VS/GC VS/GC</p> <p>GC</p>	<p>FUTURE MTG</p> <p>BEFORE NEXT EVENT</p> <p>ASAP</p> <p>NEXT MTG</p> <p>NEXT MTG</p>
3.	<p><u>Items from Previous Minutes</u></p> <p><u>Thank You Cards</u> A fundraising item to have printed cards with the FOSS logo and/or a design from one of the children was discussed at a previous meeting. This is to be discussed at a future meeting.</p> <p><u>Astronomy Evening</u> To be added to ideas for future activities list.</p> <p><u>Canvas Bags</u> Canvas Bags with the School Logo and Class images can be sold at the next event. This will be discussed at a future meeting.</p> <p><u>Allergies</u> LB offered to draw up an allergy sheet at each event, in recognition of the recent request to ensure that there are no peanuts in school</p> <p><u>Parent Help.</u> A committee member will send out an email list requesting help for each event. VS to organise a reminder at each meeting.</p>	<p>-</p> <p>-</p> <p>-</p> <p>LB</p> <p>VS</p>	<p>-</p> <p>-</p> <p>-</p> <p>NEXT EVENT</p> <p>BEFORE NEXT EVENT</p>

4.	<p><u>Expenditure Items:</u></p> <p><u>Foundation / KS1 Items: Outdoor Building Blocks for Foundation Class</u> A request has been received for funds of ~£3500 for Outdoor Building Blocks for Foundation Class. This item will be discussed at a future meeting.</p> <p><u>Whole School and KS2 Items</u> Any projects to benefit the whole school or KS2 were discussed. Also, is any of the current bank balance “earmarked” for an expenditure item (this may impact on the budget available for any future events such as the Xmas event). This item will be discussed at the next meeting.</p> <p><u>Agreed New Expenditure Items:</u> The committee voted unanimously to agree to the following expenditure items as discussed at a previous meeting: 17 Music Stands ~£200 Assembly Box £322 Dictionaries and Thesauri £1,200 Whole School Music Workshop £400 Art Workshop – Giant Sculpture £400 Cameras and SD cards ~£500 Replacement Reading Books ~£200</p> <p><u>The committee agreed to the following expenditure items at a previous meeting:</u> Nativity Play Costumes ~£100. To be updated at next meeting. Christmas gifts £50 for each class.</p>	<p>ALL</p> <p>ALL</p> <p>-</p> <p>-</p>	<p>FUTURE MTG</p> <p>FUTURE MTG</p> <p>-</p> <p>-</p>
5.	<p><u>Recent Events:</u></p> <p><u>Bags 2 School</u> Thanks to committee members AH and SH who helped with the organisation of Bags2School. Thanks to everyone who contributed to the clothing collection on Wednesday 8<sup>th</sup> February. Income from Bags 2 School: ~£150</p> <p><u>Xmas Hampers</u> Thank you to parents who donated to Xmas Hampers and to everyone who bought raffle tickets at the Christmas Plays. Thank you to committee members, parents and friends who wrapped the hampers and sold tickets. Income from the Xmas Hampers to be confirmed for the minutes at next meeting.</p> <p><u>Xmas Film Night</u> The FOSS movie night was held on Friday 2<sup>nd</sup> December. Thank you to committee members, parents and friends who organized the film show and helped on the evening. It was agreed at a previous meeting to close the film licence account and re-open should the committee decide to hold another film evening – to be confirmed. Income from the Xmas Film Night to be confirmed for the minutes at next meeting.</p>	<p>-</p> <p>-</p> <p>VS/GC</p> <p>-</p> <p>VS/GC</p>	<p>-</p> <p>-</p> <p>NEXT MTG</p> <p>-</p> <p>NEXT MTG</p>

	<p><u>Stanford's Got Talent</u> Thank you to committee members, parents, staff and friends who help to run the refreshment stall at SGT. Thank you to everyone who bought refreshments. Income from SGT to be confirmed at next meeting.</p>	-  VS/GC	-  NEXT MTG
6	<p><u>Future Events:</u></p> <p><u>Bags 2 School</u> SH has kindly booked the next date with Bags2School for 13<sup>th</sup> / 14<sup>th</sup> July 2017 for Drop Off and Collection.</p> <p><u>Foundation/KS1 &amp; KS2 Discos - Friday 3<sup>rd</sup> March</u> Thank you to DK for organising the ticket sales and to GC for booking the DJ &amp; Disco (£120). EP offered to ask AW to ask staff members if they would be kind enough to stay to help. Committee members offered to help – LB / NS (KS2) / VS (KS1&amp;KS2) / MB (KS2) / GC (KS2) / SH (KS1&amp;KS2) / AH (KS1&amp;KS2) / DK (KS1&amp;KS2). If anyone else can help that would be great – all help is appreciated. EP volunteered to send a Parentmail asking if Parents would like to help.</p> <p>LB kindly offered to organise Bar and Food (Crisps / Freddos / Curly Wurlys / Malteasers / Serviettes / Hot Dogs &amp; Rolls / Glow Sticks). There is enough squash, ketchup and candy floss for the disco.</p> <p><u>Adults' Disco – Saturday 6<sup>th</sup> May</u> MB, JS and ZJ have offered to coordinate the Adult Disco. GC has kindly booked Malcolm Russ' Disco (£150). GC also volunteered to organise the temporary event alcohol licence. LB will check if he is available to cook the food on the evening. It was agreed to begin the evening at 7.30pm at £10 per ticket, with a "Back to the 80's" theme. Suggestions for food included Chicken in a Basket.</p> <p><u>Easter Trail</u> The Easter Trail was discussed at the Activity Planning Meeting. AW and WE offered to coordinate this event. SH offered to ask the Co-op, Waitrose, Aldi and Costa if they would be kind enough to donate Easter Egg Prizes.</p> <p><u>100 Club</u> MB kindly offered to take on 100 Club for the next academic year. NS and GC offered to coordinate with Claire Petworth and to send MB any relevant information. VS will look in the records for any information. The committee agreed to explain again to parents how to join the 100 Club towards the end of the current academic year.</p> <p><u>Yr 6 Leavers' Disco</u> GC has kindly booked Malcolm Russ' Disco (£160). Other arrangements for the Yr 6 Leavers' Disco will be discussed at a future meeting.</p> <p><u>Barn Dance Family Event – Saturday 30<sup>th</sup> September</u></p>	<p>SH/AH</p> <p>DK/GC EP/AW</p> <p>LB/NS/VS /MB/GC/ SH/AH /DK EP</p> <p>LB</p> <p>MB/JS/ZJ GC LB</p> <p>AW/WE/ SH</p> <p>MB/NS /GC/VS</p> <p>GC</p>	<p>JULY'17</p> <p>3<sup>rd</sup> MAR</p> <p>6<sup>th</sup> MAY</p> <p>BEFORE 3<sup>rd</sup> APR</p> <p>BEFORE FOUND ATION MTG MAY'17</p> <p>JULY'17</p>

	<p>The Barn Dance Family Event was discussed at the Activity Planning Meeting. NS has kindly contacted the venue (The Vine) to book the Barn and has offered to contact the band (Pendemonium) to ensure that the date is suitable for both. GC has offered to organize the Temporary Event Licence. The committee discussed publicizing this event at the Foundation welcome evening which is usually organized for May.</p> <p><u>Winter Wonderland 2017 – Friday 24<sup>th</sup> November</u>  KA, WE and RA kindly offered to coordinate a Winter Wonderland event. However, a discussion took place with regard to the cost of an Ice Rink and Roller Disco – which are both around £4,500. The concern is that even a successful evening would not draw in enough income to cover the expenses and the event would not raise any money and may not break even. There is still the potential to hold an event on this date. Committee members were encouraged to think of ideas for an early Christmas event. KA offered to create a list to communicate with parents.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• Touring theatre company</li> <li>• Family Xmas Quiz</li> <li>• Murder Mystery</li> <li>• Family Board Games</li> </ul> <p><u>Suggestions from previous meetings for future events:</u>  Ideas for events include:</p> <ul style="list-style-type: none"> <li>• Bingo Night (Adult event)</li> <li>• Ladies’ / Pamper Evening (Adult event)</li> <li>• Race Night (Adult event)</li> <li>• Quiz Night (Adult event)</li> <li>• Midnight Walk (Family Event)</li> <li>• Sponsored Walk / Bike Ride (Family Event)</li> <li>• BBQ (Family Event)</li> <li>• Camping for example at White Horse Hill (Family Event)</li> <li>• Board Games Evening (Family Event)</li> <li>• Family Disco / Family event such as a picnic (Family Event)</li> <li>• Live Music Festival (Family Event)</li> <li>• Pamper Evening / French Plait training (Family Event)</li> <li>• Food Tasting / Wine Tasting (Adult Event)</li> <li>• Astronomy Night</li> </ul>	NS/VS  GC  KA/WE /RA  ALL KA  -  -	ASAP  BY FOUND ATION MTG MAY’17  FUTURE MTG  FUTURE MTG  -  -
7.	<u>AOB:</u>	-	
8.	<u>Next FOSS Committee Meeting:</u>  <b>Next Meeting date WEDNESDAY 22<sup>nd</sup> March 2017 at 7.30pm in the School Staff Room.</b>	ALL	22 MAR

	<p>Items for the next Full Meeting Agenda:</p> <ol style="list-style-type: none"> <li>1. Treasurer's Report <ul style="list-style-type: none"> <li>Outstanding invoices and income after expenditure from recent events</li> <li>Annual Return</li> <li>FOSS Forward Financial Plan</li> <li>Charity Commission: Change of Trustees</li> <li>Dormant Account</li> <li>Items to be confirmed for the minutes</li> <li>Funded Items</li> </ul> </li> <li>2. Items from previous minutes &amp; Other Matters Arising: <ul style="list-style-type: none"> <li>Printed Thank You Cards</li> <li>Canvas Bags</li> <li>Allergies</li> <li>Parent Help</li> </ul> </li> <li>3. Expenditure Items / New Expenditure Items: <ul style="list-style-type: none"> <li>KS1/Foundation items - Outdoor Building Blocks</li> <li>Whole School / KS2 items including new expenditure items</li> </ul> </li> <li>4. Recent Events <ul style="list-style-type: none"> <li>Income from Xmas Hampers, Xmas Film Night and Bags to School and Stanford's Got Talent to be confirmed for the minutes.</li> <li>Foundation&amp;KS1 / KS2 / Yr 6 Discos</li> </ul> </li> <li>5. Fund Raising Items / Forthcoming Events: <ul style="list-style-type: none"> <li>• Easter Activity - Easter Trail - AW/WE 3rd April until 28th April</li> <li>• Adult Disco - MB/ZJ/JS/NL 6<sup>th</sup> May</li> <li>• Barn Dance - Family Activity - VS/NS Publicise at New Parents' Eve xx May</li> <li>• 100 Club – MB Publicise at New Parents' Eve xx May / Sharing Assembly in May</li> <li>• Bingo Race</li> <li>• Xmas Activity - Winter Wonderland 2017 - KA/WE/RA 24th November</li> <li>• Bags to School</li> <li>• Yr 6 Leavers' Disco</li> </ul> <p>Future Events:</p> <ul style="list-style-type: none"> <li>Children's Event</li> <li>Adults' Event</li> <li>Family Event</li> </ul> </li> <li>6. AOB</li> </ol>		
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<b>FOSS ACTIVITY LIST 2017</b>			<b>Week No</b>
<b>Activity</b>	<b>Lead Person</b>	<b>Comments</b>	<b>Date</b>
-	-	-	-
FOSS Committee Meeting Dates	VS	Dates for Summer and Winter Terms to be confirmed	Tuesday 21st Feb 7.30pm Wednesday 22nd March 7.30pm Friday 28th April 3.30pm
AGM	LB/AH/GC/V S	No later than 15th Nov 2017 + 3 months (as per constitution) 21 days' notice to be given to FOSS members	15th Nov
Stock Check	LB/AH/KA	All Stock - at least twice per year (Start at SGT)	
Refreshments - SGT	AH/EG/KA	Bar / Sweets / Crisps AH to ask LB re Hot Dogs	1st Feb
Refreshments - Sports Day	NS/EG	Teas / Coffee / Cake NS to look into disposable cups Parents to be asked to volunteer for Summer Fete.	7th July
Refreshments - Yr 6 Performance	LB/AH	Bar / Sweets / Crisps AH to ask Neil Mantle	17th/18th July
Bags2School	AH/SH	Every Parents' Evening	6th Feb / 13th July / xxOct
Foundation&KS1 / KS2 / Yr 6 Discos	DK / GC	Four Discos per year (3 x Foundation & KS1/KS2 Discos + 1 x Yr6 Leavers) GC to book disco (Malcolm Russ). DK to organise tickets Parent Helpers for May Disco (EP has letter) Yr6 Leavers Disco - Book only. No tickets.	3rd Mar / 12th May /20th July / xxOct
Adult Disco	MB/ZJ/JS/N L	MB/ZJ/JS/NL to be asked if they would organise. GC to book disco and Bar Licence. Theme / Tickets / Bar / Food to be organised.	6 <sup>th</sup> May
Easter Activity - Easter Trail	AW/WE	AW to organise Easter Sentence 3xgifts needed WE to organise letter displays.	3rd April until 28th April
Bingo Race	RS	Village Fete Sunday at Football Club	18th June
School Fete	VS/NS/ALL	VS / NS to coordinate. Stalls to be organised by FOSS members. NS to ask when Beaver Camp is scheduled. Non Uniform Day for Tombola Prizes. GC to organise Alcohol Licence. Prizes to be bought well in advance. Poster Competition.	Non-Uniform Day 14th July Fete 15th July 2pm-5pm
Family Activity - Barn Dance	VS/NS	Ticket Sales: Give out slips in Summer Term and at Summer Fete and at New Parents' Evening in May NS to organise Barn VS to organise Band GC to organise Licence	New Parents' Eve xx May Ticket Sales - Summer Term / Sept Barn Dance 30th Sept if available
100 Club	MB	Slips for New Parents New Description to be written ParentMail to continue? Announce at Sharing Assembly	Sharing Assembly -May 2017 New Parents' Eve xx May Ticket Sales - Summer Term / Sept First Draw Oct 2017
Xmas Activity - Cards	SH	SH to coordinate.	October
Xmas Activity - Winter Wonderland	KA/WE/RA	Possible activities may include: Ice Rink / Stalls / Father Christmas / Sleigh / Astronomy / Fairground Ride Local Businesses may sponsor?	24th November
Xmas Activity - Hampers	AH + ALL	Non-uniform day prior to hamper sales at Nativity Plays Hampers wrapped in school or Huddle. Ticket Sales in advance (in playground)	Non-Uniform Day xx Dec Wrapping xx Dec Advance Ticket Sales xx Dec Ticket Sales & Draw xx Dec