Friends of Stanford School Committee Meeting

Tuesday 22nd September 2015

Present: Lee Browning, Nina Stillion, Marie Browning, Eva Geekie, Sharon Hill, Vicky Summers.

Apologies: Richard Stillion, Andy Hill, Amanda Willis.

[Please note Chair's new email address: leebrowning374@live.com]

	Item / Action	Who?	When?
1.	Previous Minutes: Previous minutes were approved.	-	-
2.	Treasurer's Report: EG gave a Treasurer's Report, including an overview of the year's expenses.	-	-
	Current Balance £10,292-86		
	Whole year income from fundraising (2014-2015) £ 9057 (Excluding £2000 from House Sale Voucher). Whole year income after expenses (2014-2015) £ 5496 Spending on items for school (2014-2015) £ 4714 - Items have included:		
	Recent Income/Expenditure: Summer Fete Income £3203-85 Summer Fete Expenses ~£1000 (to be finalised) Summer Fete funds raised ~£2200		
3.	Expenditure Items:		
	Playground Table Tops 5 Table Top Game Boards and 2 extra Table Top Tables for the tables in the school playground (total = £1775) have been purchased. The invoice has not been received yet. Tables and Table Tops to be installed at the time of the committee meeting.	-	-
	School Hall Lighting The lighting project for the school hall is now complete (although DB has offered to continue to look for extra lights if they become available). Invoices are also complete. FOSS members and committee members are grateful to David Bailey for his hard work. VS/SH offered to send a thank you card to DB on behalf of FOSS.	VS/SH	Next Meeting

		1	1
	Year 6 Residential Transport Costs EG offered to check the Transport Costs for the Year 6 Residential, which should be covered by the previous Year 5 disco proceeds.	EG	Next Meeting
	Items purchased during 2014-2015		Meeting
	The following items have been purchased: • Musical Instruments		
	GazebosSports Day Items		
	A3 Laminator		
	 Yr6 Bibles The following items/invoices are outstanding: 		
	 Football kits have not been purchased yet. SH offered to ask AW and MG if the kits are still required. 	SH/AW/ MG	Next Meeting
	 Gardening Club Fuel costs have not been invoiced. SH&EG offered to ask AW and the office for an update. Minibus – to be discussed at a future meeting. 	AW	Next Meeting
	winibus to be discussed at a future meeting.		
4.	Recent Events:		
	Bingo Run Thank you to MyCarer and the Football Club. EG and NS offered to organise invoices.	EG/NS	Next Meeting
	Sports Day – Friday 3 rd July Thanks to everyone who contributed cakes and donated towards tea/coffee on Sports Day - £60 was raised.	-	-
	Bags to School – 9 th / 10 th July Thank you to everyone who donated to the Bags2School collection.	-	-
	Year 6 Performance – Wednesday 15 th July £88 was raised at the Year 6 performance. Thanks to everyone who helped with the bar and to parents who donated.	-	-
	Summer Fete The Summer Fete was a great success — thank you to Eva in particular for organising. Thank you also to parents, children and friends for helping set up before the fete, helping during the afternoon of the fete, and for attending the fete, along with contributing and donating to the overall success of the day.	-	-
	EH has resigned from organising the fete for this coming year. Reluctantly, the committee accepted her resignation with thanks for her commitment and organisational skills for the summer fetes she has organised. FOSS will need to find someone to take on the organisation of the fete. The committee hope that EG will be able to pass on her knowledge and expertise to the new person.	ALL	By AGM

	 SH kindly offered to send thank you letters. VS to help. The committee would like to thank the following people: All parents and friends who donated and made contributions to the tombola, cake stall and raffle and who helped to set-up and helped on stalls (SH to ask AW to add to Newsletter) The Governors who helped with teas and coffees (SH to ask AW to add to Newsletter) David Bailey for organising the PA system (SH/VS to send letters) PCSO / First Responder / Fire Service (SH/VS to send letters) Ms Warner's friend with the Bouncy Castle for his donation (SH/VS to pass on thanks via Ms Warner) All businesses and individuals who contributed prizes towards the raffle (SH has list / see previous minutes for list - SH/VS to send letters) CG for allowing FOSS to borrow Hay Bales - SH/VS to send letter 	SH/VS SH/AW SH/VS SH/VS SH/VS/ FW SH/VS SH/VS	Next Meeting Next Meeting Next Meeting Next Meeting Next Meeting Next Meeting Next Meeting
5.	Future Events:		
	100 Club It was decided to run the 100 Club again this year (for 10 months). NS offered to find the 100 Club letter and bring up to date. NS offered to pass the letter to the school office to be put into book bags. Autumn Term KS1/KS2 Disco – Friday 16 th October MB offered to put the tickets in book bags. MB has kindly booked DR Disco for Friday 16 th October. SH offered to check how many glow sticks & candy floss are left over. SH offered to let AW know the date and to ask if sufficient staff members are available for the evening. LB offered to order glow sticks, squash and napkins.	NS NS MB SH SH/AW LB	By AGM By AGM 2 nd OCT 16 th OCT 16 th OCT
	AGM – Wednesday 14 th October 7pm Last year the AGM was on 7 th October. The committee decided that Wednesday 14 th October would be a good date for the AGM. SH offered to ask AW if 14 th October would be suitable. Also, SH offered to ask if it would be acceptable if children could wait in the library during the meeting. EG and LB volunteered to carry out a stock take for the end of year treasurer's report. LB offered to organise nibbles, wine & squash. The committee was asked to bring two or more people each! SH offered to ask AW if a Parentmail message could be arranged. Xmas Hampers The first Xmas Nativity Plays are scheduled for the week commencing 8 th December. SH offered to ask AW if non-uniform day could be scheduled for 27 th Nov. The committee agreed to meet on Wednesday 2 nd December to wrap the hampers. VS to send a reminder to the committee closer to the time.	ALL SH/AW SH EG/LB LB ALL SH/AW SH/AW Volunteers VS	14 th OCT 2 nd OCT 14 th OCT 14 th OCT 14 th OCT 14 th OCT 2 nd OCT 8 th DEC 27 th NOV 2 nd DEC
	Suggestions for future events: - Bingo / Race Nights - Discos		

	- Xmas Disco – Friday 4 th December	ALL	4 th DEC
	 Film Night VS to look into how much this would cost. SH offered to ask a parent from another school association about costs. Craft Xmas Cards 	VS/SH	Next Meeting
	 Craft Xmas Cards SH/MB to look into whether craft Xmas cards would be worth doing. Winter Wonderland It was decided that there were not enough people to organise a Winter Wonderland this year. 	SH/MB	Next Meeting
4.	AOB:		
	Bags to School A query has been raised by a villager with one of the School Governors regarding the ethical nature of Bags2School. Around £350 is raised per year through Bags2School. VS offered to look into Bags2School and report back to the committee with a response to the query.	VS	Next Meeting
	House Sale Voucher The House Sale offered to FOSS by Douglas and Gribben Estate Agent was taken by a member of FOSS. Thank you to Douglas Gribben for such a generous donation. VS and SH offered to organise a thank you note to Douglas and Gribben and to the FOSS member.	VS/SH	Next Meeting
	Stall for Open Evenings It was decided not to have a stall at Open Evenings.	-	-
	Parents, Staff and Friends Helper List It was decided not to have a Parents, Staff and Friends Helper List as there was not enough response.	-	-
	FOSS Posters A discussion took place with regard to drawing up a poster with requests to help at each event. The posters could be displayed in the cabinets outside school. It was noted that the FOSS noticeboard needed to be updated.	ТВС	ТВС
	FOSS Letterhead This item is now complete. Thanks to SH.	-	-
5.	Next Meeting date Wednesday 4 th November at 8pm (Full Meeting)		
	Items for the next Full Meeting Agenda: 1. Treasurer's Report Outstanding invoices 2. Items from previous minutes & Other Matters Arising: Playground Table Tops and tables School Hall Lighting – thank you letter.	ALL	4 th NOV
	Bingo Run invoices		

	Summer Fete – thank you letters		
	Bags-to-School response to query		
	House Sale Voucher- thank you letter		
	FOSS Poster		
3.	Expenditure Items / New Expenditure Items:		
	Year 6 Residential Transport Costs		
	Minibus		
	Football Kits		
	Garden Club fuel		
4.	Recent Events		
	100 Club		
	Autumn Term KS1/KS2 Disco		
	AGM		
5.	Fund Raising Items / Forthcoming Events:		
	Xmas Hampers		
	Xmas Disco Friday 4 th Dec		
	Craft Xmas Card		
	Bingo Night or Race Night to be discussed		
	Film Night to be discussed		
	Spring Term and Summer Term Discos		
6.	Next meeting date		
AGM A	gonda	ALL	14 th OCT
AGIVI A	Treasurer's Report	ALL	14 001
_	Chair's Report		
_	o Past events		
	o Future events		
_	Election of Officers (EG is looking to resign as Treasurer. The		
	committee were requested to ask parents and friends if they		
	would like to stand for Treasurer.)		
_	Questions from the floor		
_	AOB		