

Cropwell Bishop Friends of School Committee - Meeting Minutes
17 January 2022

Present: Sarah Trevers, Ingrid Nelson, Claire Ciana, Michelle Farquhar, Mrs Bulmer, Alicia Mosley, Sally Matthews, Lucy Gallacher, Rosny Hayward, Tracey Wolstenholme. Amy Rushby Via Zoom

Apologies: Heather Timmins, Helen Jepson, Helen DD, Zoe Boon, Helen Fenner, Lucy Besson

Minutes of last meeting.

Proposed by: Sarah Trevers Seconded by: Ingrid

Agenda Item	Discussion	Action
Welcome	Ingrid welcomed everyone to the meeting.	
Actions for Last Minutes	The minuts from the last meeting were reviewed. Actions outstanding to be carried forward.	ACTIONS FROM LAST MINUTES
Finance Update	<p>Arranged a PayPal account, and updated easyfundraising which is up and running, try to do a advertising for this.</p> <p>Money raised so far:</p> <ul style="list-style-type: none"> • Xmas Cards = £500 • Disco November - £653 • Christmas Choir - £300 • PTA raffle - £100 • Santa Sleigh - £60 <p>Outgoing</p> <ul style="list-style-type: none"> • Sound system £2362 • Musical instruments – £693.97 • Wildlife Garden has happened, we have commited £4K to this, with Equals Trust match funding. There will be a need for adiitonal money as we also got the pond infolled. 	<p>Claire – to contact the bank and make arrangements to change the names.</p> <p>Claire - To publicise Easy Fundraising again.</p> <p>Claire – to look into My School Lottery in more detail and set up.</p>

	<p>Claire has investigated 'Your school lottery'. This looks like an easy way to make some money. Claire to look into it in more detail.</p>	
<p>Event Review</p>	<p>Festive Fun – This was a nice event and successful, we were lucky with the weather and the parents and children enjoyed the singing and the hot chocolate and the craft stalls etc.</p> <p>Next time we need a few more volunteers (some volunteers disappeared to watch the choir!)</p> <p>Needed more hot chocolate paste – hot chocolate popular</p> <p>Possibly not worth mulled wine (Alcohol licence cost possibly means not made much)</p> <p>Next time alcohol free hot punch?</p> <p>Santa Sleigh – a good success, plan to do this again with the appropriate licence for knocking on doors next time.</p>	
<p>Event Planning</p>	<p>Film Night – Rise of Gru Two rooms, Mrs Bulmer in KS1 Buy 2 DVDs. Provide fruit shoot and cookie/crisps Purchase tickets through school money or cash Mrs Bulmer and Mrs Simpson are the teacher helpers.</p> <p>Disco –</p>	<p>Coffee Morning - Mrs Bulmer – to let us know the dates of the taster days</p> <p>Film Night Alicia – buy snacks Sarah – buy DVD</p>

Same format as last time. Sarah and Michelle to sort.
Need more glitter and tatoos. Need more than one volunteer on glitter and tatoo.

Entrance – try a separate entrance/desk for payment on school money and separate desk for tickets.

Fashion Show –
Poster complete
Going in the Cropwell news - £12 or full page,
Plan is:
£5 ticket includes glass of fizz wine etc.
Need £50 tickets for it to be viable for the people to come out.
Starts 7 pm – access will be required an hour before to bring stock in etc. Need to organise
Payment to be taken in advance and on the night
Ticket purchasing to be managed by Ingrid

Help on the night.
Bar – planning high end snacks in addition to drinks
Layout of room - once we know how many tickets are sold (Tables/rows etc).
Need a changing room for models
Need a changing room for people to try clothes on.
Need raffle prizes

Summer Fair – Brief outline.
As it is coronation year we like the idea of getting the king and queen and marching band etc back as was done some years ago. Discussion over whether to have a king and qween or just encourage peole to dress up.
Decision to not process from pub, band to open at the gate on the drive – cut a ribbon etc
Cake as a significant element still a good idea.
Idea of having a character that kids can have a photo with etc.
Key things to book

- Band
- Sophies Dance

Sarah/Michelle – arrange the disco

Ingrid – to organsie the event with support as needed!

Sarah T – to look into a band, book a bouncy castle... start thinking about things and build a timeline.

	<ul style="list-style-type: none"> • Rugby • We can go ahead and book a bouncy castle • Metal detector was good last year so book him again. <p>Need to put a time line together....raffle critical path!</p> <p>Adult fun event Lucy has offered to run an adult fun event. We think late April/May might be nice timing.</p> <p>Cake Sale – Alcia to sort a date and it will be the classes that did not do one last time. R, 2, 4 and 6.</p>	<p>Ingrid/Sarah/Claire/Alicia – to make decision on king/queen.</p> <p>Sarah T – Talk to Lucy about this.</p> <p>Alicia – to plan cake sale</p>
<p>Other Fundraising that is not 'Event Based'</p>	<p>CoOp fundraising ongoing.</p>	<p>Sarah T – To email about the CoOp fund</p> <p>Sarah T – to look at the info from Sally and discuss with her about the wildlife garden and what applications could work.</p>
<p>How school would like to spend the money</p>	<p>Early years equipment – ride on cars etc. Mrs Bradley ipad trolley iPads – 2 per classroom for class based activity</p> <p>Long term – bike shed?</p>	<p>Sally – grant for ride on cars a possibility?</p> <p>Sarah T/Sally – look into grant options for a roof/bike shed etc</p> <p>Mrs Bulmer – to find out how much the iPads would be</p>
<p>AOB</p>	<p>Garden – need to now get plants for the infilled pond and the fernery. Can FOS pay.</p> <p>Uniform request from school.</p> <p>Lights for the driveway – Mrs Bulmer thinks this is being discussed within school.</p>	<p>Ingrid – send out logo competition</p> <p>Sarah – sort out uniform request with Helen Fenner</p>

Date of Next Meeting	Summer Fair specific - Date TBC	Sarah – Organise a date
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