

# Cropwell Bishop FOS meeting minutes

28<sup>th</sup> January 2025

## Present

Sarah, Michelle, Alicia, Claire, Amy, Vicki, MrsB,

## Apologies

Helen, Carrie, Rosny, Nicola, Heather, Margaret

## REVIEW OF PREVIOUS MINUTES AND ACTIONS

20241022 minutes reviewed and approved by FOS board 02/11/24 and uploaded to website

OUTSTANDING ACTIONS from previous meetings	WHO	PROGRESS
Set up meeting with Lisa re tracking funds	Claire	Complete
Approach Lizzie to help with film night	Alicia	Complete
Review theme ideas for summer fair	Sarah T	Complete
Look at possibility to have cricket training at summer fair	Amy	Complete
My school lottery posters/leaflets and re-advertising	Amy/Claire/ Heather	In progress
ACTIONS from 22 <sup>nd</sup> October 24	WHO	PROGRESS
Update disco letter	Michelle	Complete
Father Xmas backup	Alicia	Complete
Magazine subscriptions – contact Mrs Simpson	Alicia	Complete
Finance <ul style="list-style-type: none"><li>- Query figures</li><li>- Setup collaborative spreadsheet and share with school</li><li>- Review position when Liz left</li><li>- Investigate signatory update</li></ul>	Claire	Complete
Xmas artwork <ul style="list-style-type: none"><li>- Email regarding missing forms</li><li>- Closing date reminder</li></ul>	Sarah T/Carrie	Complete
Film night <ul style="list-style-type: none"><li>- Share last years letter as template, purchase dvd drives</li><li>- Update letter and arrange distribution with school, purchase 2 copies of film</li><li>- Shopping and cooking</li></ul>	Claire Vicky Alicia	Complete
Playground <ul style="list-style-type: none"><li>- Speak to Mrs Cook</li><li>- Speak to Sally about grants</li><li>- Get info about project at Burton Joyce</li><li>- Arrange a separate meeting to review</li></ul>	Mrs B/Sarah T Alicia Sarah T/Alicia Sarah T/Michelle	In progress
Lunchtime clubs/equipment speak to school council	Mrs Bulmer	Complete
Signage for events	Sarah T/Alicia/ Claire/Michelle	In progress
Feedback early years support with costs to Mrs Bradley	Mrs Bulmer	Complete
Logo competition	Alicia	Complete
Look into printing for branding	Alicia	In progress

## Notes

- Cricket – unlikely due to clash with season
- Lottery - waiting for playground decision so can target funding
- Several monthly magazine subscriptions paid for and available in school
- Playground action to be discussed below
- Lunchtime - big games etc can bought from slush fund approx £200
- Signage - looking at options, needed for Velo in May
- Early years support money agreed
- Logo competition successful
- Printing for branding still being looked into, there are various options for approx 10 items e.g. iron on or commercial printing – currently reviewing cost.

## FINANCE UPDATE

- Sheet shared with office for slush fund so we can track – approx £1000 available
- KS1 £282 available
- Coop funding £486 available for science.
- Xanthea can get funding in for gardening, she is going to organise and run wellbeing event for school.

## REVIEW OF RECENT FUNDRAISING/EVENTS

### Disco 29<sup>th</sup> Nov 24

Lower attendance

Issues noted - parent filming was reported to staff and resolved, rolling cigarettes inside venue was reported and conversation had, disagreement between parents was diffused by staff

Mrs Cook/Mr Lee reviewed

- 1) Questioned whether we should serve alcohol  
RESPONSE – agreed that alcohol will no longer be sold, look into soft drinks that appeal to adults e.g San Pellegrino
  - 2) Queried whether we could have on a different day, immediately after school, KS/KS2 split 1 hour each  
RESPONSE - timing is based on parent availability and realistically would need teachers to run event if earlier. Felt that attendance would decline. Would be additional cost as event would be longer duration
    - MrsB to communicate back to school
- Need to communicate no bar
  - Amy to change poster
  - Michelle to communicate change in letter
  - Groups to update on social media

### Film night 11<sup>th</sup> Dec 24

Went well, food good.

Late payment/ deadline for rsvp ignored – need to anticipate additional 30 attendees

Feedback that film that engages both KS1 and 2 is difficult.

- Shorter duration film for KS1, have R and 1 in classroom and 2 with KS2 in hall, include interval or story for R and 1 so finish coincides for pick up.
- Vicki to consider during planning for next event

### **Festive Fun 13<sup>th</sup> Dec 24**

Xmas cake sale is a different option with Santa - decide later in year

Option for FOS to have presence at advent fair instead rather than two separate events - to be decided

### **Xmas artwork**

Much easier continue with new company, direct payment

### **FOS logo competition**

Well received, great result.

### **Steel's wellbeing day visit 7<sup>th</sup> Jan 25**

Excellent feedback, held children's attention.

Glimmers has been adopted in the school positivity and mental attitude

Concept could be done again in future – external speaker TV related eg Richard Whitehead, authors another option.

## **EVENT PLANNING**

### **Cake sale** - 21<sup>st</sup> March

Change date to 28<sup>th</sup> March to align with Mother's Day for sale of bulbs

- Alicia to arrange

### **Film night** - 1<sup>st</sup> April

- Vicki to arrange
- Alicia to check availability for cooking sausages – may need to delegate

## **Disco refresh – Fri 7<sup>th</sup> March**

Ideas put forward to discuss:

- Crafts e.g. Scratch art, popcorn chains
  - Nice to have quieter corner
- Photo Booth e.g. Polaroid camera with backdrop, props
  - Expensive, dark, issues with photos and protection
- Themed disco e.g. UV, glow, glitter
  - Include as part of activities rather than theme so cost to parents is optional
  - Look at uv face paint instead of glitter, hair chalk
- Food e.g. hotdog, pizza, fruit kebabs
  - Time and facilities make this difficult
  - Change doughnuts for cookies
  - Larger sweets eg snakes, candy necklaces, liquorice sticks
- Other: glow in dark tattoos, replace glow sticks uv sticks

- Lucky dip still popular – other options eg draw string feel more appropriate for summer fair
- Michelle check uv light with Nigel/lime trees and implement new ideas

### *Offers to help*

Heather set up

Nicola (March and July)

Carrie

## **Summer Fair – Sat 14<sup>th</sup> June**

Theme animals -do we link with magic/books (Harry Potter/Georges marvellous medicine).

Additional idea of science and explorers.... dig for fossils in a big sandpit?

Jo jungle has been booked to demonstrate animals

Who to look after specific areas: still early but areas identified

- Raffle – Sarah to run ask Carrie to help, Amy to support, this needs to be started sooner rather than later
  - Starnhill pottery supports fundraising, could we ask parents in next newsletter about companies that could donate
- Cake
- Refreshments
- Bar
- Competition
- Some kind of sport
- Craft
- Setup – Heather

Link with the wellbeing day 3<sup>rd</sup> June just before fair – ideas

Contact

- ✓ Wildlife trust for fair or wellbeing day
- ✓ Canal river trust contacted for fair
- Guide dogs option for fair or wellbeing day

Looking after our world endangered animal

- Explorer, jungle - assault course, archery, commando netting

Can we do a sporting activity that just needs someone to look after it – can we use sports day equipment

- MrsB to look into

Need to be conscious of who we contact for raffle and playground call-out

- Sarah to liaise
- Sarah let dance academy know theme- only require one slot

Additional ideas;  
Metal detector man  
Dig dinosaurs out of ice  
No response yet from train

## **Adult event – Sat 26<sup>th</sup> April**

Helen and Lucy booked old school hall – details to follow  
Amy and Claire contacted re advertising and finance

## **PLAYGROUND UPDATE**

Reviewed current options from quote and talked through summary of costs

- DPD has been chosen as preferred supplier at a cost of approximately £50,000, offer longer guarantee on flooring and use of rubber only under certain items
- Looking at different company to remove rubber base at reduced cost
- Need to explore guarantee
- No volunteers required for this work

### Discussed fundraising plans:

Fundraising ideas:

- KS1 letters – main letter template with sentence about what they would like e.g excitement
- Sponsored something at school Mr Lee supportive of this
- Money from school £5k sports premium – is this annual
- Loan from trust – Mr Lee to explore or Sarah to contact trust
- Parish Council immediate and catchment areas - Alicia to ask sister in law about parish council approach
- Mr Lee looking for rotary club money email
- Grants – both as charity and school
- Go fund me page
- Football numbers at pub (see Teela)
- Specific event, , large scale money making event such as ceilidh – higher risk but potential for higher profit
- Bring and buy/jumble sale in school hall
- Second hand book sale at summer fair
- Village treasure/clues hunt inc tea/coffee/bar/snack
- Football tournament
- Car wash
- Lottery village wide
- Sarah to bucket ideas based on impact v effort – actions can be delegated from this

Need something to get kids involved

- Can gardening club grow stuff to sell so kids involved

Vicki experience of raising larger sum for previous school:

- local mp sponsored event canal walk, £10k raised
- video of kids to advertise more widely

We need Radio coverage, Local news, Photo op

Alicia to contact Sally for grants Sarah– Vicki to support with this aspect of fundraising

#### Places to contact

- RBC community projects
- Boots
- Coop
- Greggs
- Need to research businesses/parish councils in area
  - Look at adjoining areas eg Bingham, Colston Basset, Cotgrave, Saxondale,
  - Alicia to set up WhatsApp group for everyone to add business we should contact to

#### People to contact

- Can Steel share on Instagram
- Link in with Lime Trees as future users
- CBPS Alumni

Look at shade being added to design – next stage of planning

- Communication to parents and go fund me page first priority

Sarah to write paragraph – 20 year old end of its life fundraising for new play area

Joint letter school and FOS - logo the communication

Add to summer fair letter to companies

### **SCHOOL SPENDS**

£1200 for Class 3/4/5/6 enrichment, visit to BCC – agreed

Christmas Presents KS1 - £100 spent

Christmas Craft KS2 - £300 spent

Science insects in resin and book purchased by MrsB - spent

Pantomime spent - if we book now for next year can get discount, this was agreed

KS1 need to think about spending the enrichment money that has been provided


### **AOB**


- Tea towels – use same company and buy direct. Carrie to arrange

MrsB - Could do book stall at summer fair with leftover books from Christmas

- Sarah to talk to Mr Heatrick about FOS area of school website refresh – can we see latest news and minutes more prominent, delete or archive historical content.

### **Next Meeting**

 Tues 11<sup>th</sup> March 2025

 8.00-9.30pm

 TBD

OUTSTANDING ACTIONS from previous meetings	WHO	PROGRESS
My school lottery posters/leaflets and re-advertising	Amy/Claire/ Heather	In progress
Playground <ul style="list-style-type: none"> <li>- Speak to Mrs Cook/Mr Lee</li> <li>- Speak to Sally about grants</li> <li>- Get info about project at Burton Joyce</li> <li>- Arrange a separate meeting to review</li> </ul>	Sarah T Alicia Sarah T Michelle	In progress
Signage for events	Alicia	In progress
Look into printing for branding	Alicia	In progress
ACTIONS from 28 <sup>th</sup> Jan 25	WHO	PROGRESS
Communicate outcome of disco discussion to school <ul style="list-style-type: none"> <li>- No alcohol</li> <li>- Timing remains</li> </ul>	Mrs Bulmer	
Communicate no alcohol <ul style="list-style-type: none"> <li>- Disco letter</li> <li>- Update poster</li> <li>- Class groups via social media</li> </ul>	Michelle Amy Class reps	
Plan next film night with feedback taken on board <ul style="list-style-type: none"> <li>- Check availability for cooking</li> </ul>	Vicki Alicia	
Cake sale <ul style="list-style-type: none"> <li>- Change date to 28<sup>th</sup> March</li> <li>- Plan and communicate</li> </ul>	Alicia	
Disco <ul style="list-style-type: none"> <li>- Contact Nigel re UV</li> <li>- Implement new ideas</li> </ul>	Michelle	
Summer fair <ul style="list-style-type: none"> <li>- Contact guide dogs</li> <li>- Look into assault course</li> <li>- Look into use of sports day equipment</li> <li>- Raffle letters</li> <li>- Update dance academy on theme</li> </ul>	Alicia Claire Mrs Bulmer Sarah T/Carrie Sarah T	
Playground replacement <ul style="list-style-type: none"> <li>- Bucket ideas and delegate responsibilities based on output</li> <li>- Compile letter</li> <li>- Look into go fund me</li> <li>- Set up WhatsApp</li> <li>- Add local businesses to WhatsApp</li> </ul>	Sarah T  Sarah T Sarah T Alicia All in group	
Tea towels arrange with same company	Carrie	
Contact Mr Heatrick about FOS area of school website	Sarah T	