

FOFSA Meeting Minutes
Monday 1st November

Present: Debbie Clack, Sarah Torrance, Sharon Moore, Meana Poole, Victoria Broadbent, Beth Walker, Jean Pitman
Apologies: Sophie Edwards

Fright Night - Great success, all worked well, no complaints from villagers, would have been better from school grounds but worked really well from Meana's food truck/Fulwell Road. MP said that there was so much positive feedback from residents and families. MP was contacted by a Parent advising that their company would be happy to sponsor future events. Total raised £1868.08. New roof shed will be purchased, Travis Perkins are donating some items and DC's husband will put up the roof.

Note for future events: make clearer how companies can sponsor future events.

Disco - another good success from very little work. Glow sticks and tattoos went down well. A Parent raised an issue about all children having access to water. Total raised £193.00.

Note for future events: option to include a drink in the ticket price.

iPads – OPES very generously donated £2500 towards iPads for the children. This money needs to be spent asap, with the fright night profit, we could buy all 15 iPads. Mrs Law looking into where to get them from, Sharon is also looking into this and has made contact with Apple/Albion and has had a quote for £4371.60 (incl VAT) for 15 x 9th generation, 64gb iPads, not including cases or screen covers etc. School will need to buy the iPads to claim back the VAT. DC to talk to Mrs about data bundles and what would work best. JP asked how many children have EHCP as school will have a budget for these provisions for those with additional needs. Nobody knew the answer to this.

Secretary role – JP was unanimously voted in as Secretary. JP to talk to SE about their respective roles and how they will share the responsibilities.

ACTION: DC to ask SE to send AGM minutes to school so they can upload to school website and forward to Parents.

Christmas Market

Advertising boards are up thanks to Sarah Watkins.

Marquee - Paul Nash in the village is kindly lending us his marquees, currently waiting to hear back if we can borrow a few but should be fine.

Stalls

Body Shop - Mellissa Dunford
Laura's little world - Laura Greenwood, playdough sets and Usbourne
Kate Deaz - christmas bottles
Handbags - Melissas mum
Mels Crafts - handmade items - mugs, bottles, vases etc
Braeysdes Puds - cookies, different puds etc

Tanias custom designs - plates, glasses, sacks etc
L&C Makes - cosmetics
Susie Q's crafty corner - handmade purses etc
OBB wildlife - Amy Gillingham
Mud Hutt - Lisa dog coats etc
Louie Prints - cards
Scentials - candles and wax melts
All crafts will pay £15 per table and situated outside under the marquees
Can add in a couple more if any ideas?
Need to send a form out to all with payment details etc

ACTION: SM to invoice stall holders, suggest that they donate a raffle prize and check if they need power etc

Childrens stalls Guess the name of the snowman
Reindeer food
Decorating christmas biscuits
Chocolate tombola
Rudolph nose - make a large reindeer with a hook for nose, throw rings onto it
Find the lucky stocking - grid game
Six sox - peg up 6 socks filled with different things, children pick

Father Christmas DC has booked FC, will go out in scuttle. Need to buy presents, around 60 of something (possibly chocolate). Lynne and Alicia to decorate.

ACTION: SM to source presents.

Choir DC to speak to Carol Rose about having a choir at the event.

Food Turkey, stuffing and cranberry rolls from Food Cube (£6 per roll, £3 to us). Catherine is no longer sorting, can someone take over please?
Already sorted £6 per bap, £3 to us, no veggie option yet.

ACTION: MP to speak to Catherine about her discussions with Food Cube and investigate what is needed (power supply etc) and look at a veggie option.

Bar SM has sorted the license and looked into SUM UP card reader, people will spend more on card, once cash is gone they go home!

Mulled wine, hot chocolate, kids drinks, soft drinks, water. Will need power to hot mulled wine hot as well as the hot chocolate.

Cafe BW and JP to run the café. BW will make a list of cakes and bakes that could be donated alongside tea, coffee, hot chocolate.

Raffle DC to take the lead as she has a list of companies to email asking for a raffle prize.

Raffle tickets to be purchased (DC to talk to Alicia about the implications of advertising the raffle as a 'raffle' or a 'grand prize draw')

Send out £20 of raffle tickets per family before event.

DC to talk to Mrs Law about having a competition between the classes on who can sell the most raffle tickets.

Advertise put up flyers in as many places as possible, Facebook sites, shelswell news, shop/post office noticeboards.

Check shed go through what's in the shed, look at what can be used, make an inventory.
JP, ST and SM to take the lead on this. SM to ask Phillip Rushforth if we can use the village hall to temporarily store items from the shed.

Volunteers We will need around 20 volunteers for the day including teaching staff.

We will meet again in 2 weeks time to discuss the progress of the above.

AOB

SM shared that as at 1/11/21, there is a healthy bank balance of £7904.09.

JP discussed getting the school children involved in an Enterprise Scheme where they are given a small amount of money to 'grow'. This could work at the Christmas Market where they have a stall, maybe more targeted at the older year groups. DC to discuss with Mrs Law.

Carol Rose has mentioned to MP that she had contacted David Walliams agent in the past in order to ask if he would make a visit to the school, would be worth re-contacting.

Christmas party (end of term), DC suggested that FOFSA could pay for an entertainer. DC to discuss with Mrs Law as she may have her own ideas. Christmas gifts from Father Christmas during the party are usually purchased by FOFSA and are traditionally books.

SM has designed a FOFSA update newsletter to potentially go out to parents every fortnight.