

Friends of St Godric's

Meeting 15.11.18

Minutes

Attendees: Catherine Craig (headteacher) (CC), Vicky Welsh (Chair) (VW), Lynne Wilson (Deputy Chair) (LW), Mary Lens (ML), Jenny Cray (JC), Steve Cartwright (Acting Treasurer) (SC), Dawn Keenan (DK), Abigail Thompson (minute taker) (AT), Natalie Rippon (NR), Joy (), Patricia Melo-Yates (PMY)

Apologies: Kate Edmunds, Rebecca Maddison, Mary Cartwright, John Thompson. Gail Thompson, Victoria Jackson, Amy Therakan, Nikki Jefferson

Child care provided by Berni Scaplehorn

1. Welcome:

VW welcomed everyone to the meeting, acknowledging that this particular meeting was at a different time to engage more parents – agreed we would look to hold at least one meeting at this time each year.

CC lead the group in an opening Prayer

Introductions of attendees.

2. Minutes of previous meeting:

No matters arising, correct representation

Previous actions:

Point 4 summer fayre attraction – to be discussed on agenda

Point 5 audit update - in hand with LA

Point 7 Communications – to be discussed on agenda

Point 8 arrangements for following year – to be discussed on agenda

3. Christmas Gift update:

LW had received orders forms and payments. Noted to have been time-consuming sorting and counting all cash received.

Deadline has passed but orders still being received.

Office to send out final deadline to parents

ACTION: school office to text parent's absolute deadline – completed

Previous years there have been issues with parents going direct to companies if deadlines have been missed. Deadline text should give parents information re date required for orders. In future suggested a template is provided to parents re what children are designing so parents know prior to ordering what to expect. This could be put on the school Twitter account.

4. Leaver's hoody:

All children have received and now wearing, arrangements had gone smoothly

5. Leaver's Print:

Lynsey Keech organising this

ML (year 6 parent) offered to help

ACTION: Lynsey Keech & ML to organise leaver's print

6. Easter Raffle:

To be discussed at future meeting

7. Liturgy Refreshments:

CC asked that the donation pot is to be stopped being placed out at Liturgies (Raised £18 last year from these donations, FOSG to absorb this cost)

Need to ensure there is always a supply of tea and coffee

ACTION: PMY to ensure supplies

Request that coffee is Fairtrade and not Nescafe

8. Open Morning:

CC stated this had been a success

9. Parents Evening:

Request need for approx. 3 parent volunteers (at any time) to look after children during appointments. This has previously proved difficult to get volunteers. Required from 15.30-18.00

Parents asked to cover 15-30 mins blocks.

Reminder that parent volunteer helpers requires school specific DBS

ACTION: Year group reps to ask in year groups for volunteers, VW to provide list to CC.

10. Treasures Report:

Currently £5000 in the bank

100 Club: halved the cost, but numbers only increased by 7. Currently 46 numbers for this year

Hoodies: donation by FOSG

New receipt book bought

Robinwood Year 6 bus: FOSG fund

ACTION: CC to inform treasurer how much and when this is due

Cheque received from Easyfund raising

FOSG fund small edible gift for children for Fr Christmas visit to school, previous years this has been chocolate coins or small chocolate bar. Request that it is the same gift for all children. Request this is Fairtrade.

School require 213

ACTION: JC/VW to source and purchase

Mini iPad future spends:

School have had current iPad for 7 years, well looked after but require updating. School would like to purchase 13 and have been quoted £4300

ACTION: SC to price alternative sourcing

Discussed educational apps that can be used

ACTION: NR to provide examples of Apps that could be used

11. Parent Reps:

FOSG Facebook page working well to get messages out to FOSG members

Confirmed all year's groups Y1-Y6 have an independent of school, Facebook or WhatsApp group

Reception don't seem to have one

ACTION: PMY to set up reception social media group

FOSG Year reps can then feed into their year group groups to highlight FOSG work/request for help

12. Movie night:

Acknowledged this was well supported with helpers. In future could confirm helper numbers prior to event so know how many are needed/able to attend.

ACTION: movie lead group to lead movie night organisations re number of helpers

13. School Disco:

Confirmed cost is £110 which is payable on the night in cash

DJ requests 3 prizes per disco

ACTION: Lindsay Keech to provide gifts

ACTION: DK to provide sweets and drinks

ACTION: SC to confirm disco number attendees

Discussed loud noise of disco puts some children off coming

ACTION: CC/DK to raise with DJ noise level

14. Bags to School:

There has been a Bags to School collection already

15. Christmas Shopping Event:

Goods sourced, currently being priced. Some stock left over in FOSG shed will be utilised this year

ACTION: CC to see the role of Mrs Horsbrough in providing biscuits as per previous year

PMY offered to make cupcakes, felt this would be ideal for summer fayre rather than Christmas shopping event

16. Summer Fayre:

Will be discussed in more depth at future meeting where it can be decided which stalls to continue having. Each stall could be 'owned' by a parent/s .

ACTION: VW to ask for parent volunteer for stalls

Discussion whether washing line stall to be continued. High raising stall last year (£122), if there is ownership of stall could alter how it's run and prizes available

ACTION: AT to man washing line stall

ACTION: VW, LW to source 4th attraction ?Dusk Til Dawn who provide entertainment

Discussed some issues from last year:

- Waivers required, slowed down queue, if parents not present children unable to be signed to go on
- If child's face painted unable to then go on attraction. To make clean at face painting stall

Pimm's/Strawberry tent, could receive token when paid admission?

Year 6 help on stalls – decided this isn't workable as Year 6 want to enjoy fayre rather than work

17. Parents social

race night, quiz night, disco. Bede lodge holds 150. Refundable deposit required

ACTION: VW to investigate parents social

AOB:

- Credit card: MC hold signature, VW to attend HSBC with id and then can be a signatory
- Parentpay for FOSG events booking and payment – for auditing purposes this is not able to happen. Agreed VW to investigate PayPal, Eventbrite
- **ACTION:** VW to investigate
- Christmas Card Sale by Berni Scaplehorn – agreed this could take place, donation of proportion of profit to FOSG

ACTION: Year Group reps to publicise date and attendance within in their year groups

Date and time for next meeting: TBC