FODS Meeting: Minutes

Monday 27th June 7pm

Present: Joanne Hyslop, Anne-Marie Marshall, Joanna Williams, Louise Comley, Sharon Baker, Beth Newby, Laura Oakes, Alice Atherton

Apologies: Emilie Mercer, Sarah Thomas, Deborah Chen

**1. Welcome**

A warm welcome was given to everyone in attendance.

**2.** **Review of Recent Events**

Bags2Schools – Sharon Baker

This raised £92 this time, so not as much as last time. However, all agree that little effort involved. Agreed worth repeating in the winter.

Jubilee Funfest – Anne-Marie Marshall

This event was a huge success and raised £3500. All feedback from parents was positive. Massive thanks go to Louise Comley and Joanna Williams for the effort and work involved by them. We also appreciate all the other helpers. The learning point from this event is that it turned into such a big event with a lot of work required. All agreed that more helpers and sub teams would help for future large events, especially before the day and setting up.

Disco – Anne-Marie Marshall

This event raised £741. Thank you to Cath Salt and the other helpers for organising this. The children had a great time. If we use this venue again, we would make sure it was communicated that there is a bigger car park and make sure a one way drop off system was used.

**3. Review of Previous Minutes**

Uniformd – Anne-Marie Marshall

So far we have had 3 orders via the website. The process is currently working. If the orders increase in volume we will rethink the process. Agreed to put a link on the school website to the online shop. Laura Oakes to send communication to Mrs Hyslop to send out to parents.

**4. Upcoming Events**

Tea towels – Sharon Baker

Sharon has been speaking to Nick at Image Clothing over email. The process will be moved to the beginning of September to move it away from the Christmas tea towels. The price will be increased to £5 and FODS keep 20%. We did consider moving it to another supplier but it wasn’t worth the effort. This event is considered to be of more sentimental value to parents than a money maker.

Quiz Night - Beth Newby

This will be held on the 15th July, doors to open at 7 with the quiz starting at 7:30. Louise Comley has contacted previous winner, Martin Mewies, he has confirmed that the team are ok to set the questions, thank you. Teams can be up to 6 people this year and to enter it is £10 per person. For this event we are going to trial taking payments via bank transfer. School to set up survey to capture team details and this will ask how the team is paying and give bank details. Anne-Marie Marshall to ask for helpers for the bar via the FODS whats app group. TEN license is required, Sharon Baker to action this. Laura Oakes to document the risk assessment.

**5. Finance Update**

Louise Comley (Treasurer) confirmed the accounts as follows:

Main Account: £10681.33

Ball Account: £0.10

School Council: £15.48

Recent payment received from

Amazon Smile £14.77.

Easy fundraising £27.29

Uniformd £13.60

**6. Funding Requests / Wish Lists**

This is as previously agreed, money to be spent outdoor equipment.

**7. AOB**

Match funding

Previously match funding has been a way of boosting the amount of money being raised. We have recently lost this. Considered sending out some communication asking if any parents workplaces do this.

Food hygiene course

Alice Atherton and Deborah Chen have volunteered to do this, thank you. Even though we don’t have any urgent need for this, it is agreed it is useful to have this in place.

Catering team

The idea of having a catering team to help with any events throughout the year was considered.

The general view was that if we need more volunteers with helping at events, then we need to get more people to the meetings and involved in the FODS whats app group. Agreed to improve communication going forward.

Health and safety officers

Laura Oakes is currently completing the risk assessments, thank you for this. Ideally, we would like another volunteer for this.

FODS Container

Louise Comley and Joanna Williams cleaned out the FODS container, thank you for doing this. Mrs Hyslop has mentioned another FODS container which needs sorting out. This is to be arranged and a skip needs to be ordered.

Online payment options

There are several online platforms providing this functionality, but they all charge a fee. Agreed to try bank transfer method for the quiz as larger amounts of money. Louise Comley will feed back on how difficult it is to reconcile this.

Reminder Sign

An A style board sign was suggested for FODS reminders, this will be considered.

Ice cream on last day

It was suggested that ice cream on the last day of the year was a nice idea. It was agreed that this would be nice for the year 6 children and their parents. Beth Newby to contact Dave to organise this.

**8. Date of Next Meeting**

**AGM** Monday 12th September 2022 7pm

Monday 7th November 2022 7pm

Monday 9th January 2022 7pm

Monday 6th March 2022 7pm

Monday 24th April 2022 7pm

Monday 12th June 2022 7pm