



1) WELCOME

- 1.1 Trustees in attendance: Lynne Adamson (Co-Chair), Megan Woodland, Yuhui Li, Deniz Erodgan, Debbie Scott, Jeanette Gwynne.
- 1.2 Volunteers in attendance: Angie Fletcher (Co-Chair), Davina Partridge (Secretary), Laura Parkes and Alex, Alex Allard, Gemma Kydd, Jo Chivers.

2) APOLOGIES

- 2.1 Lorette Appel, Briony Newitt, Sam Scarsbrook (Treasurer)

3) AGREE LAST MEETING MINUTES

- 3.1 Minutes from the AGM were agreed.
- 3.2 Megan Woodland noted that she had not received the email containing the agenda or AGM meeting minutes.

Action: Davina to check email address on file.

4) REVIEW ACTION LOG

- 4.1 CONFIRMED: AGM minutes circulated.
- 4.2 CONFIRMED: Treasurer's Report circulated.

5) FOGS MEETINGS - PURPOSE, FUNCTION AND FREQUENCY

- 5.1 Co-Chairs proposed to continue with monthly meetings but noted a need to change the day of the week the meeting was on to allow more people to join in.
- 5.2 It was noted that the majority of the group currently consisted of Year 5 parents and so there was a need to reach out to other year groups.
- 5.3 Debbie noted that the opinions of others helped influence her and fellow Trustees to vote, so there was still a requirement to keep the meetings as open as possible and encourage volunteers to join and contribute.
- 5.4 Co-Chairs noted that with Zoom there was the option to be able to record the meeting if all participants gave their permission.

6) UPDATE FROM JOINT CHAIRS - ANGIE FLETCHER & LYNNE ADAMSON

- 6.1 Co-Chairs are aware that FOGs need to drum up more interest and entice more volunteers to join – especially from Year 1 parents who may not be as aware of FOGS due to lack of exposure during lockdown and Reception parents who are new to the school.
- 6.2 Co-Chairs have access to the FOGS Facebook Page and the GrangefieldPTA account.
- 6.3 Query over emails going to personal email addresses.
Action: Angie and Lynne to set up a system so that spending requests only come through to Co-Chairs and Secretary.
- 6.4 Co-Chairs reviewing comms strategy and platforms FOGS are able to utilise so looking to meet with Gemma Kydd, Alex Allard and Briony Newitt to establish what school resources can be used by FOGS to engage with parents.
Action: Gemma to liaise with Co-Chairs to establish meeting time and date.
- 6.5 Co-Chairs looking to produce a FOGS promotional video which will be shared to parents – all welcome to take part.

- 6.6 FOGS has received an email from Rocketfund offering a free webinar on online fundraising to be held on Wednesday 14th October at midday. Encouraged those who could attend to do so.
Action: Co-Chairs/Davina to forward email to group with webinar access details.

7) SPENDING REQUESTS RECEIVED

- 7.1 Four spending requests have been received.
- 7.2 Spending request 1 – received from Mrs Lewis (Head Teacher). As part of the 20th anniversary year of Grangefield, Mrs Lewis would like to do a workshop with all the classes at some point during the 2020-2021 school year (when Covid restrictions allow) to facilitate a collaborative work project leading to a permanent fixture. The collaborative project would bring the children together as one community and the cost would be approximately £200 per class so approximately £3k spend overall. Gemma Kydd advised FOGS that she and Mrs Lewis were keen for the pupils to leave a lasting mark at the school but also to celebrate the school's success. Gemma has previously run mosaic workshops and found they worked very well and created a beautiful feature.
- 7.3 FOGS Trustees and volunteers present felt that this spending request was a good idea.
Action: Co-Chairs to speak to the Treasurer to ascertain if funds are available. Trustees to then vote on approval of spend.
- 7.4 Spending request 2 – received from Mrs Migliaccio. Request for additional set of wooden blocks to be used for outdoor provision for Year 1, Year 2 when needed and Owl Groups for back up. Total sum requested is £462 for two top up sets and 2 planks. Alex A advised that Reception already had access to a set of blocks and confirmed the spend request related to an additional set of blocks.
- 7.5 FOGS Trustees and volunteers present felt that this spending request was a good idea.
Action: Co-Chairs to speak to the Treasurer to ascertain if funds are available. Trustees to then vote on approval of spend.
- 7.6 Spending request 3 – received from Mr Wooding. Request for additional chrome books. Grangefield already has a bank of chrome books purchased through the school's ICT budget but these are predominantly used in KS2. Mr Wooding has requested additional chrome books for KS1 to be used for quizzing reading books and supporting other areas of the curriculum. Previously purchased chrome books were approximately £320 each. Due to current restrictions, KS2 are currently using 6 to 7 chrome books per class. Gemma agreed there was a need for more chrome books across the school. Angie checked if chrome books were the correct technology needed, Alex A confirmed yes. Alex A requested 10 more chrome books with a view to continue to top up bank of chrome books at a later date. Previous supplier was EE tech. Adam Spicer school ICT lead.
- 7.7 FOGS Trustees and volunteers present felt that this spending request was a good idea.
Action: Co-Chairs to speak to the Treasurer to ascertain if funds are available and liaise with Adam Spicer school ICT lead. Trustees to then vote on approval of spend.
- 7.8 Spending request 4 – received from Mrs Kempster regarding replacing books in the school library. Due to wear and tear books need to be continuously replenished and as the school population increases the need to replace the books more often is greater. No figure was given for the funding request as a budget had previously been allocated to replace books (early 2020).
- 7.9 FOGS Trustees and volunteers understood the need to replace books routinely and were keen to help.
Action: Co-Chairs to check with the Treasurer what was spent previously on books and if full approved budget was used.

8) PROPOSED COVID FRIENDLY FUNDRAISING IDEAS AND ACTIVITIES

- 8.1 Deniz proposed an activity whereby parents and pupils could take part in a running challenge and receive sponsorship.
Action: Deniz to find out more details on how similar virtual fundraising runs have taken place and bring to the next meeting.
- 8.2 Jeanette proposed pupils could take part in a sponsored walk or sponsored silence whilst at school.
Action: Jeanette to find out more details on how similar fundraising has taken place and bring to the next meeting.

- 8.3 Co-Chairs stressed the need to look at alternatives to receiving cash as they would like FOGS to become cashless and more present online. Co-Chair's commended Deniz's proposal to use Just Giving.
- 8.4 Deniz proposed to increase promotion of easy fundraising and Amazon smile.
Action: Co-Chairs to share the links on FOGS Facebook page to allow others to share to year group Facebook pages.
- 8.5 Jeanette proposed a raffle with payments being taken online and numbers emailed to participants. Group discussed whether it would be appropriate to ask local businesses to donate prizes or offer a hamper with donations from pupils. Gemma confirmed donations could come into school and be quarantined but advised there was a space issue as there are currently no empty classrooms.
Action: Co-Chairs to look into storage options for potential donations.
- 8.6 Alex A proposed a 100 club lottery whereby participants had their own number and paid via direct debit. Full details are on the pta.co.uk website. Money raised would be split between FOGS and the prize money. Winners needed to be published and full details of the prize fund made clear.
Action: Co-Chairs to review idea.
- 8.7 Deniz proposed online bingo.
Action: Deniz to find out more details and bring to the next meeting.
- 8.8 Angie proposed virtual quizzes. Davina felt reception parents could particularly benefit from getting together for a virtual quiz.
Action: Angie to find out more details and bring to the next meeting.
- 8.9 Alex A enquired about whether it was possible to do any Christmas related fundraising such as Christmas cards. Jeanette advised artwork had to be in before October half term so there was not time to offer cards this year.
- 8.10 Davina and Gemma proposed a 20th anniversary tea towel. Group also discussed commemorative items that could be sold (e.g. toy owls). Deniz proposed pupils could draw owls for the tea towel and Davina suggested if owls were being drawn FOGS could set up an owl trail similar to the Gotherington Hedgehog Trail.
Action: Co-Chairs to review with Mrs Lewis and Gemma.
- 8.11 Davina proposed an online panto alternative to the Everyman pantomime. Online panto offers a schools package which includes a workshop.
Action: Davina to investigate pricing.
- 8.12 Davina proposed a "party in a box" for classes whereby the class would be provided with everything they needed for a 1-2 hour class party. Alex A felt the idea would be popular with staff and Gemma discussed the issues with bringing in food as would typically happen on "party day". Davina was keen for pupils to receive hot food rather than cold food if possible as a change to current school lunches offered and Alex A confirmed Cleeve Fish Bar and Pan Pizza in the village had previously been used for Year 6 events.
Action: Davina to look into "party in a box" contents, Alex and Laura to look into food options and possible discounts.

9) CLASS REPRESENTATIVES

- 9.1 Megan nominated herself to be class representative for Year 6.
- 9.2 Jo nominated herself to be class representative for RB.
- 9.3 **Action: Co-Chairs to look at 2019-2020 class rep list, contact individuals and see if still interested then look to recruit to fill gaps.**

10) CHRISTMAS PLANS FOGS FUN!

- 10.1 Co-Chairs proposed a Christmas Hamper.
Action: Co-Chairs to decide on hamper contents and process to win.

11) AOB

- 11.1 **Action: Jo to share details of FOGS Facebook page to reception Facebook group and share relevant posts.**

12) DATE OF NEXT MEETING

12.1 Agreed date of next meeting: Wednesday 18th November Wednesday, 7:30pm via Zoom.

Action: Gemma to set up a link for the next meeting and see if possible to add grangefieldpta into the school Zoom account so that if Gemma is unable to attend, meetings can be controlled by Co-Chairs.

12.2 **Action: Request for Davina to add action log to meeting minutes going forward.**

Meeting closed at 8:30pm.