

Meeting Minutes

Friday 12th January 2018 09.00am South Green Junior School

Attendees:	Apologies:
Caroline Frost (CF) - <i>Chairperson</i> Emma Collier (EC) - <i>Treasurer</i> Allison Hawtin (AH) - <i>Secretary</i> Liz Benjeddi (LB) Melanie Durose (MD) Pamela Hubble (PH) Tracy Croft (TC) Fay Lodge (FL) Sharon Percival (SP) Fleur Warnock (FW)	Stephanie Ireland Donna Picton Carrie Carter

Summary of Discussion:

- Caroline Frost thanked everyone for coming and made a brief summary of points raised at the previous FOSGs meeting.
- Caroline re-iterated how easy Match Funding and Easyfundraising is to set up and thinks both schemes need another push within the schools. The Junior Easyfundraising seems to be particularly under-utilised. **AH** to check number of Junior School supporters for Easyfundraising.
- Caroline ran through dates on the Activity Planner:

An extra Film Night has been requested by the Infant school. This will be on Thursday 8th February.

Emma Collier mentioned the Easter Egg Raffle. The Junior school have not been able to confirm assembly dates yet but the Infant school will have their tickets drawn on Wednesday 28th March.

As Mother's Day is earlier this year and therefore does not clash with SATs week Liz Benjeddi and Melanie Durose said the Junior school are open to running something but were unsure of what to run or on which date.

After discussing whether it was practical for the children to make items, or whether gifts could be bulk bought beforehand to sell on, it was decided the children will be asked to bring in donations from home that can be re-wrapped. For example, unwanted toiletry items from Christmas. **PH** volunteered to help wrap and will ask if Debbie Galaud can help too. The Junior

School Council will sell Mother's day gifts on Friday 9th March during school time.

- In the previous meeting Emma Collier asked the Infant and Junior schools if they would like funding from the Friends' money for a 'Fun Event'. Emma had suggested an animal encounter for the Infant school but to the best of her knowledge a final decision has not been made. As there was no Infant school representative at this meeting **CF** will check with Stephanie Ireland and Donna Picton later if they have decided on this activity, or have any other suggestions. Liz Benjeddi said that not all junior classes had responded on what they would like to do. Everyone was in agreement it was a nice idea that the children had a say in choosing.
- Sharon Percival reported that she has disposed of a lot of second hand uniform, and although there still needs to be more sorted through, in some age brackets the levels of stock are now manageable. Sharon said it would be beneficial to have some storage on site rather than everything being arranged by email/Facebook etc and stored at her home. It was felt that a greater presence at parents' evenings and the new starters parents' evening would be a good way of selling the items. It needs to be advertised in advance that there will be a second hand uniform stall at these events.
- Fay Lodge said her husband is still looking in to setting up an online payment system but needs something to trial it with. Emma suggested the discounted tickets/wristbands may be a good starting point. **EC** to contact Dave Lodge to provide ticket pricing and bank details.
- Emma Collier mentioned how good the Stikins name labels' commission is when bought with the schools' code. Allison Hawtin suggested Stikins flyers are displayed with the Second hand Uniform stall at the parents' evenings and summer fete. Sharon Percival questioned the quality/suitability of Stikins - those at the meeting that use them for school items reassured her they do work!
- Emma Collier said she has recently spent £5800 on discounted Adventure Island wrist bands, these were bought early to secure the best purchase price. The addition of Marsh Farm tickets last year proved popular and have also been re-ordered. Emma has enquired about buying the Essex Pass too but is waiting to hear back from the company. Tracy Croft said that there can be offers for the Essex Pass found online so it may not be worthwhile buying through the school, Emma will see what information she gets back before making a decision.
- Emma Collier reported that at last count 24 tickets have been bought through the school for the Saracens Vs Harlequins rugby match being held on Saturday 24th March. **EC** to advertise this event again via Facebook.
- Allison Hawtin explained that Tyler Estate Agent had contacted her just before Christmas regarding fund raising for the schools and that she had arranged a meeting with them for next week to find out more information and talk through ideas. At the moment Tyler Estate Agent help promote the summer fete through boards and leaflet drops but is there anything else we can ask them to be involved in? Liz Benjeddi explained that a 'Community Room' will be built off the Junior school playground this summer and perhaps they could help furnish it. Could they help with a top prize for the summer fete's Grand Prize Draw – e.g. an iPad? **LB** to pass details on to Allison regarding the Community Room in time for her meeting with Tylers on Thursday 18th January.
- Due to the success of last year's events Caroline Frost said she had been trying to arrange Magic Nights for both schools. Tracy Croft suggested approaching Party Man World if Magic Frostie or Mac In The Box were not available. **CF** to continue to arrange. Friday 18th May was the suggested date for the Junior school.
- Emma Collier spoke about resurrecting the '100 Club' but felt there was confusion on what it

actually was. Name change suggested to 'South Green Lottery'. There would be a subscription of £1 per month. **EC** to contact Claire Bashford to find out how the subscription money was split between fund raising and prizes historically. **EC** to also set up a database for members.

- The group talked about new ways to raise funds for the schools:
Pamela Hubble suggested a 'Small Change Challenge' where the children are asked to bring in small change to help fill a jar/bottle in each classroom. The winning class would receive a small treat. **LB** to check how the teachers feel about having this in the classroom and whether it would need to be collected daily and stored in the school offices.

Fay Lodge said it would be nice if the Junior school could make something for Christmas (similar to the Christmas Cards in Infant school). Sharon Percival suggested looking in to a company she's used called Class Fundraising. **SP** to bring in items made through Class Fundraising . **LB** to check if this is viable around their Art timetable.

Sharon Percival showed the group an advert she had seen for free inflatable sessions through Mega Inflatables. **CF** to follow up and contact the company for further details and to check reviews. Possibly something to be arranged for September?

- There is an Infant cake sale planned for Friday 19th January. Cakes will be sold at playtime for 20p each and then leftover cakes sold after school. **EC** to liaise with Infant school to get flyers out ASAP.
- The Junior school have requested their share of Friends' funds to be used for subsidising of educational trips and school visitors and also for furnishing the new Community Room.
- The summer fete planning needs to get underway very soon as this year we are holding it much earlier. (Saturday 16th June).
Date of first summer fete meeting proposed as Friday 26th January. Liz Benjeddi sends her apologies in advance for not being able to attend this kick-off meeting. **LB** to check what the Junior school teachers would prefer to man – Wet Sponges or the BBQ.
- Caroline Frost spoke about an exciting new initiative being led by Glenn Tamplin of Billericay Town Football Club and local schools, and wondered if the team could be involved in the summer fete. **FW** said she will follow this up with a contact she has within the club.

AOB

- Fleur Warnock asked if hotdogs would be available as well as sweet tuck for the upcoming Junior school disco. Yes, this will be arranged. Liz Benjeddi requested no popcorn this time as it was very messy. **EC** to order Glo-Bands for the disco and request help serving refreshments closer to the time.
- Allison Hawtin said she'd noticed the Junior School website address used on Junior school correspondence is incorrect. **LB** to get this updated .
- Sharon Percival said the two bins in the Junior School foyer are already full of lost property and offered to display the items to try to reunite them with their owners. **LB** to add details of the display date on to her weekly newsletter.
- **CF** will follow up all points with Stephanie Ireland and Donna Picton.

Date of next meeting - Friday 26th January 2018.
Location – Junior School. Summer fete planning.