**FOES COMMITTEE MEETING MINUTES**

**Wednesday 11th January 2017 - 7.15pm**

 **Present**

 Helen Shaw, Anita Burgess, Anna Sasse, Lucy Mills, Angela Brown, Jolie Ramage,

 Linda Smith, Nikki Sedgwick, Helen Cross

 **Apologies**

 Liane Foulger, Georgie Gallie, Heidi Orsler

**Minutes of last meeting**

The minutes of the last meeting were agreed subject to a couple of changes

**Matters arising**

**Events/Fundraisers Past:**

**Christmas Bazaar**

The Bazaar was a great success and generated just over £3000. The grotto offering presents which the children could pick worked very well. The choir was really good and it drew in people to listen to the raffle. It was suggested that we could finish half an hour earlier. Online tickets only should be sold for the grotto. The kitchen worked really well, more bacon was required on the day. Hot dogs were very popular but soup wasn’t necessary. Angela thanked everyone who helped out as did Helen.

ACTION: Helen to investigate how much money is able to be stored in the school safe

**Santa Letters**

Lots of positive feedback on Facebook regarding the letters. Generated £217.70 profit. Envelopes could be stamped or sealed so that they can be easily identified by parents.

**Lego Key Rings**

This all went well. Awaiting the invoice from the company.

**Hot Chocolate Cones**

This was a really nice suggestion however the take up wasn’t very good.

**Christmas Dinner**

Helen commented on how much the children loved the Christmas dinner. Year’s 3 and 4 singing spontaneously was great. All ran really smoothly. The kitchen was calm. The midday assistants weren’t fully aware of the colour coded bands so this caused a little bit of confusion. There was quite a lot of food left over which could potentially be offered to elderly neighbours.

ACTION: Years 5 and 6 had quite small portions it would be worth reviewing this. Anita to provide suggestions to Helen. Jolie to purchase more disposable table cloths.

**2016/17 Events:**

**Adventure Island**

Discounted tickets are available at this time of year. The cost per ticket was £13.50 for a big band and they are now £12.50 but the overall discount is not as good and there are no free tickets. From January to December sold 200 big bands, 70 junior, 30 sealife and 30 golf tickets. There are currently 79 big bands, 32 junior, 135 sealife and 108 golf left. Need to get 200 big bands and 80 junior bands. £2716.67 to purchase the new bands. Should make £1243 profit.

ACTION: Faye to find out if we get discounts on the annual tickets

**Summer Fete/inflatables**

Jolie contacted Go Bonkers and they are fully booked other than 9th June. Go Wild to be approached.

ACTION: Emma to ask Go Wild if they could do 30th June. Jolie to contact other companies and check with Debbie which one was used some years ago. Mega Inflatables to be approached too.

**Pre-loved Uniform**

One Friday every month we could hold a pre-loved uniform sale. Start on Friday 10th February ideally at 2.45pm in the dining hall or school hall. People to make donations.

ACTION: Jolie to add potential dates to the school calendar

**Summer Shirts**

Jolie’s mum was able to get 170 shirts. Selling for £7 each. Good quality stitching. These will be sold on the website and at the monthly uniform sales.

**Quiz**

Anna spoke to Jane in pre-school as their date was close to our original proposed date. The newly proposed date is Saturday 25th March, doors open 7pm, start at 7.15pm. £5 per ticket. Tables of 8. Tickets to go on sale on the website.

**Stargazing**

No date for this yet.

**Pamper night**

9th March. 10 therapists booked and 3 clairvoyants. Suppliers should book via the website so that they agree to the terms and conditions.

ACTION: Jolie to arrange the drinks licence. Claire to speak to suppliers at recent work event

**Comedy**

13th May booked.

ACTION: Poll – event on Facebook to see if people are interested in coming and whether people want to bring their own drinks and nibbles

**Rotary Run**

Lucy informed the committee that she has been approached by the Rotary club to see if Elmwood would like to be involved in the Rotary Run on 10th June. Each team is required to run 1600m. Teams of up to 8 doing relay on the William De Ferrers school field. 6 teams running at the same time with 4 races each hour. Awards for fastest runners and teams.

ACTION: Lucy to ask a few more questions about the format

**Project Funding**

**Reading Project**

All the books we ordered have arrived – banded and group reading books. Reading corner furniture is now required. FOES need to know what each year group needs.

ACTION: Helen to get input from the teachers and oversee what furniture is required. Aim to get the order in by the end of the month

**Mad Science**

ACTION: Helen to check potential dates for them to run the Mad Science event

**Headphones**

Year 1’s to have 6 sets of headphones. This will be reviewed and ordered on Friday.

**£50 year 2**

Anna spoke to Mrs Lelliott and Mrs Daniels and they were keen to spend this.

ACTION: Helen to chase the Year 2 teachers

**Wildlife Garden**

Bird feeders are broken. This will be reviewed.

**Financial Update**

There is currently £16,959.05 in the bank and £597.75 in PayPal so total of £17,556.80.

**PTA-UK Renewal**

£118 renewal fee. This is our insurance.

**Website Renewal**

PTA Events website renewal is due soon. Now offering use of the website for free but they will put their own advertising on it. Renewal fee is £220 if choose to renew without their advertising.

ACTION: Jolie to find out more about the advertising

**AOB**

Emma proposed that sports equipment/kits be updated.

ACTION: Emma to speak to Mr Farmer and Miss Baker to identify what kit needs replacing and prompt that a FOES request form is completed for Trustee review.

**Date of Next Meetings**

Wednesday 8th February (Trustees and FOES)

Wednesday 15th March