

FOMP MEETING - APRIL LOCKDOWN MINUTES				
AGENDA ITEM	AGENDA INFO	AGREED Y/N?	NOTES	PERSON(S) ACTIONING
BANK and CBS	Update from Gill on status on Barclays and CBS	-	Gill has sorted change of address. Barclays mandate has been signed. Mel to sort ID with Barclays. Gill and Helen to chase Pat for Barclays statements. This is superceded by minutes from September planning meeting below.	N/A
SECOND HAND UNIFORM SALE	Update on how to run the second hand uniform sale	Y	Gill and Helen have all the uniform and have shared the stock out between them. They will set up online FB page to sell. It will be pick-up only with payment by BACS. If necessary cash in an envelope with be accepted. Mini uniform - dressed bear to be sold as £5, uniform alone £4.	Gill and Helen (actioned)
YEAR 6 LEAVERS	Money for year 6 leavers committee	-	FOMP have given £175 from the fete, £40 donations, £250 from Taylor Wimpey (who want to do a press release) to the Year 6 committee. FOMP will also release £500. The leavers committee plan to do a BBQ which permissible by government guidance, and will also sort leavers gifts and	-
NEW RECEPTION STARTERS	New starter pack	Y	A FOMP leaflet with will going into the new reception starter present (colouring book). Abbey to create the leaflet.	Abbey (actioned)
XMAS CARDS	Xmas cards	Y	All agreed to go ahead with Xmas card sign-up. Helen to check cancellation policy. Superceded by minutes from September planning meeting below.	Helen (actioned)
FundED RENEWAL	Renewal	Y	All agreed that this will not be renewed for now.	-
FOMP MEETING - SEPTEMBER PLANNING MINUTES				
AGM	Details of AGM for this year	Y	All agreed that this years AGM will be online due to the COVID-19 situation. This will be either via Teams or Zoom. Teams is preferred as used by the	Helen
BANK and CBS	Update on Barclays and CBS situation	-	CBS is now up and running with all names appropriately changed. Barclays - Abbey is now to be the second account name. All forms and ID checks are complete, and we await Barclays confirmation all has been changed. Gill to chase Barclays for a timescale.	Gill
	Fundraising amounts	-	Mel has requested final figures for the money raised during lockdown so it can be included as a positive note in the Sept newsletter to be generated. Gill to email final figures once available.	Gill
XMAS PREP	Reception starters Xmas books	Y	All agreed that books will be given as Xmas presents to all reception starters. The same lady will be used as last year. Helen to check with the school this is ok, and then order.	Helen
	Christmas cards	Y	Helen to speak with Mrs Howell asap to confirm if the date secured for return of cards is achievable. If it is not, we can still do the cards but the 5% discount will not be applied.	Helen
	Break the rules day	Y	All agreed to get one in this term. Agreed best date would be last day before half term. To confirm this is ok with the school. If not, then ask if it can be the last day of term, at Xmas.	
	Quiz	Y	All agreed good idea to run. Timeline - next term.	
	Bag2school	Y	All agreed to run Bag2School this term for short term. Long term - confirm with school if they are happy to have a locked, permanent bin for clothes donations.	
	Hand santiser for sale	N	All agreed, not to hold	
	Socially distanced relay	N	All agreed, not to hold	
	Zoom entertainer	Y	All agreed this is great idea. Timeline - after Xmas event, likely January	

FUNRAISING IDEAS	Pumpkin trail	Y	All agreed to hold. Suggestion was Pumpkin Trail for Halloween, where map and goody bag provided as alternative to trick or treating. To check with the school if they are happy for Halloween associated event. If not, then will look to run a Scarecrow trail.	Helen (confirm ideas with Mrs Howell)
	Spooky spoon	N	Agreed not to hold	
	Zoom disco	N	Agreed not to hold	
	Letter to Santa	N	Agreed not to hold	
	Xmas Recipe Book	N	Agreed not to hold	
	Wreath workshop	N	Agreed not to hold	
	Santa visit	Y	We would love to hold this in some form - either outside, or via Zoom reading a story and asking the teacher to hand out presents to the reception children. To check with the school if this is something we would be able to hold.	
	Online Xmas market	Y	Abbey to look into to see if this could be a profitable endeavour.	Abbey
	Crafternoon bags	Y	Check with school if ok to run	
	Xmas Calendar raffle	N	Agreed not to hold	
Raffle	Y	Agreed to try and source companies who may be willing to give vouchers or prizes. Needs to be a carefully worded email not to pressurise companies who may be struggling due to the current environment. Timeline - next term.	Helen (confirm ideas with Mrs Howell)	
Grants	Asda Grant	Y	Helen to speak with Mrs Howell about her thoughts on the Asda grant.	Helen
	Other Grants	Y	Helen to research more potential grant options.	Helen