



**Friends of St Edward's First School
7.30pm, 12th March 2019
Horse and Groom Pub, Castle Hill, Windsor**

In Attendance

Chair:
 Vice Chair
 Secretary:
 Vice Secretary:
 Staff:
 Treasurer: Antonio Diaz (AD)
 Vice Treasurer:
 Parents Jen Kirkpatrick (JK), Cher Rijnaard (CR), Clare Lankester (CL), Jane Pike (JP),
 Emma Flusky-Garcia (EFG),
 Apologies: Alison Singleton (AS)

Action

- 1. Introduction**
 Unfortunately, no committee members were in attendance except AD. It appeared that there was no communication from the committee to the school which is reflected in the attendance. However, a start was made to the initial planning needed towards this years' Summer Fayre.
- 2. Apologies for any absences** Noted above
- 3. Summer Fayre Planning** The date set for the Summer Fayre is Saturday, 15th June 2019. **ALL**
 Initially, the main points to the Summer Fayre were identified and split between the years as follows:

YEAR	
Fledglings	Games
Year 1	Gate
Year 2	Refreshments
Year 3	BBQ
Year 4	Sweet and Bottle Tombola

Notes: These are thought to be the main 'areas' of the fayre but further activities or points for action were noted and are listed below (including new possible activities/interests)

Soak a teacher, Perhaps a celeb to open the fayre?, Dougie – Guess his weight?, Always Growing (AS), Beauty, Golden Ticket - Matt Southgate, Raffle / Silent Auction, iRock performance, Music?, PA System, Golf?, Scrummys?, Tank?, Fire Engine, Ambulance, Police Car – Michaela, Ice Cream Van, Alexandra Devine Tent, Petting Zoo?, Chelsea Football?, Dancing Self Defence, Bouncy Castle(s)/Inflatables, Visiting Stall Holders – (Michaela Spear Y2 (Note made that the donation asked from all stall holders should be £20), Possible Radio Station at Fayre?, Extra Gazebos, Local Papers, Photographer, Risk Assessment and Temporary Events Licence



Other points:

Pricing We should still offer tokens but also bands which, could be used for unlimited goes on the inflatables, unlimited games and unlimited beauty. Price for each band to be £10 and tokens will be 50p each. Entrance will be £1 for all adults (no concessions), Children are free.

Online Volunteer Sheet This will be released for anyone who can spare some time and the message should be made and repeated that you can volunteer in other years activities if you would prefer.

Fundraising Theme it was suggested that a theme or a could be used as a motivation

Donation Contacts

Tescos – Community Support

CL

Waitrose – Contact: Sara Doodney (saradoodney@hotmail.com)

4. ACTIONS

- Job descriptions for Chair and Secretary will be advertised ASAP by Michaela S (Y2) MS
- JK to write up minutes and distribute to group JP
- JP to contact The Windsor Castle Pub, Kings Road and will book it for the next Summer Fayre meeting on Tuesday, 30th April ay 7:30pm. JP
- AD to look at previous arrangements with Hamilton Chess and contact them for possible advertisement for the fayre. AD
- CL to approach Tescos and Waitrose for possible donation. CL
- Sandrine Le Moal and Fiona Harnden to get the online volunteering page operational
- Class Reps to get message out regards what each year is responsible for. ALL
- Class Reps to get message out regards next planning mtg ALL

5. Next Meeting: Tuesday, 30th April at 7:30pm (The Windsor Castle Pub, Kings Street)