



Friends of the Mead Committee Meeting Minutes - 21 June 2022

Attendees:

Sarah-Jane Churcher (SJC), Matthew Grogan (MG), Matt Cullimore (MCu), Andy Martin (AM), Mellisa Morgan (MM), Rachel West (RW), Michelle Coveney (MC), Alexandra Jackson (AJ)

1. Meadfest - Jubilee Jamboree (SJC)

- Raffle: message to be circulated to class reps asking each year group to source one raffle prize. Committee members to source prizes also. >>Action
- Tickets to go out in bookbags on Friday 2 September with prize list flier
- Advertising boards: Maddison's have offered once again to provide promotional boards for Meadfest, they will be up for 2 weeks ahead of the event and each board raises £10 per board.

1-1. Entertainment:

- Being led by RW & MG, coordinating with Miss Victoria & Mr Harley to pull together a performance schedule (last year available for reference, roughly 3 x 20m performances between band sets)
- Local dance teacher to take the place of Yani from last year and lead small groups
- Manic Ceramix booked – requested garden party themed items such as cup & saucer
- Face Painter booked
- Inflatable assault course required
- Photobooth booked
- We need to source an alternative to freckles & fire who were very popular
- Band need to be on-site earlier, everyone needs to be off the playground by 12 noon to set up tables

1-2. Food / Drink vendors:

- MC has offered to take the lead on this and reconfirm / coordinate
- Pizza Van confirmed
- Mimi Coco Chocolates confirmed
- Timeless Temptations confirmed (candyfloss, popcorn, slushies)
- Basil are due to provide tea, coffee & cake //UPDATE: Have now dropped out

- Fritto Via have pulled out so we need BBQ option. MC suggested the caterers at the Mead as a supplier //UPDATE: Now confirmed

1-3. Logistics / Estates:

- Clive has been volunteered by AJ. EK has a spreadsheet of who needs power & how much. Nathan will be available on the day to support.
- Carlos will be on-hand to help again (need to agree payment)
- Entrance – feedback from last year on how to better manage this. Garland selling last year caused a bottleneck, people did not turn up for shifts as they clashed with their children’s performances.
- Bathrooms / clean up team needed - MC noted that we can ask the cleaning team to come in on Sunday for this >>Action: MC to confirm
- Deckchairs ordered
- Marquee confirmed

1-4. Bar:

- Andy taking the lead, already has 4 helpers lined up
- Fridge units TBC with supplier
- AM to check with Rachel from last year for previous order details & revise as required >>Action
- Ice to be bought on the day
- Cocktail option will be the queen’s favourite drink, Pimms can also be available, but need to keep simple
- AM noted that we can set up an honesty bar with bins of beer in ice and a box for cash, we will need to send a note out for this in advance, so that people bring cash
- MG will order additional sump machines >>Action

1-5. Decoration:

- MM leading, already putting together list of helpers
- RW noted that Emilia (Y1 Mum) has lots of white bunting that we are welcome to
- Balloon arch will be done at cost
- Looking for some pretty umbrellas to decorate behind the bar
- Budget = £500 (last year budget was £350 and costs came in at £450)

2. Funding plans (SJC)

- School council – Playground equipment ordered by Tammy following school council meeting has arrived and been distributed

- Summer show – request has been sent out for additional sponsor(s) for props which have pushed the budget £1k over. MG noted that Thomson Snell & Passmore have agreed to £500
- Library – SJC awaiting quote update from carpenter. Sponsorship request to families and businesses. Inclusion of a reading shed and planning of an Usborne Author visit

3. End of Year (SJC)

- New reps have been appointed (except year 4)
- FOM committee – next meeting to discuss Meadfest 2 September. AGM post Meadfest
- End of Term – disco on the Astro, own clothes, no donation needed

4. AOB (SJC)

- RW to set up Meadfest WhatsApp //UPDATE: Complete