

MINUTES OF FOTS COMMITTEE MEETING HELD 23rd MAY 2017 @ 2 P.M.

Those Present: Lou Carver, Carrie Wheeler, Denise Freeland, Natalie Paine

Apologies: Sarah Saywell, Karen Beers, Emma Thorne

1.0 LC opened the meeting and thanked everyone present for attending.

1.1 DF confirmed that the meeting had initially been called due to the recent resignations received from both the Chair and Vice-Chair. These resignations were subsequently retracted, however it was decided to continue with the meeting to finalise upcoming events/finances.

2.0 Accounts

2.1 DF carried out an overview of accounts to date:-

- Petty Cash : £555.83
- Bank Account : £1827.31
- Savings Account : £110.36

2.2 Pool expenditure, DF confirmed that the pool maintenance was £670.00 and is awaiting confirmation of their visit date from MH.

2.3 Events insurance – DF confirmed that she had received the current policy details. This item was discussed further under item 3.5 below.

2.4 LC confirmed that a meeting had taken place with MH and the school council regarding the FOTS donation of £250.00 for playground equipment. LC/DF confirmed that the pupils were very excited about this and we spent some time going over various items of equipment in the catalogue that they would like. MH will arrange for equipment to be ordered and FOTS to be invoiced in due course.

3.0 Forthcoming Events

3.1 Tuck Rota – LC to bring rota to tuck shop on Fridays to try and enlist more helpers for the final term. DF advised that MH had asked if FOTS could start running down stock and clearing cupboard/freezer due to the demolition of the dining hall over the summer break. Committee to arrange this.

3.2 Cake Sales – 9th June & 7th July. Donations of cakes appreciated.

3.3 Sponsored Read – DF confirmed that the paperwork was ready to be sent out. It was discussed that it would be a good idea to get this out by the 26th May, prior to the half term break, and for it run for a 2 week period until 9th June, with monies in by 30th June. LC/DF to confirm with MH.

3.4 DF advised the committee that she had received an email regarding the village “Great Get Together” asking whether FOTS would like to have a stall at the event selling tuck or maybe a tombola. DF to find out more information. Would we be able to get enough volunteers?

Action

LC/
Committee

LC/DF

DF

<p>3.5 End of term Disco/Party Thursday 20th July - DF advised that she had spoken with MH regarding this and it was suggested whether it would be possible for the School to hold the Disco/Party this year, this would then mean FOTS would avoid having to pay for events insurance for just one event. The committee agreed this was a good idea and it was discussed and agreed that FOTS would fund the event this year and help as usual with set-up, food etc. To be discussed and finalised with MH in due course. Volunteers required for this event. Minimum 4 No.</p>	<p>Action</p> <p>Committee</p>
<p>4.0 Any other business</p>	
<p>4.1 NP confirmed that she knew someone who would be happy to draw up the plans for the lottery bid to enable quotes to be obtained. More information however is required from MH to enable this to proceed i.e. foot print etc. NP advised that she is also awaiting details regarding planning for the Tesco bid.</p>	<p>NP/MH</p>
<p>4.2 Year 6 Leavers Trip/Packs – It was discussed whether FOTS could fund a trip for the Year 6 leavers, all agreed this was a good idea and LC to look into costs for mini bus etc. Details of what was in the packs last year to be established and whether we may be able to get some of the items donated again. DF showed the committee details of the leavers’ books and advised that these could be ordered with the school logo on the front and without being date specific. It was therefore agreed that as there was a £10.00 delivery charge, it would be a good idea to order 50 No. books so that they could be stored for future use by the school. DF to obtain final costings and place order.</p>	<p>LC</p> <p>DF</p>
<p>4.3 Pre-school Leavers – The encyclopaedias are available on Amazon for £5.00 again this year. Numbers/names to be obtained from pre-school and then order to be placed.</p>	<p>DF/CW</p>
<p>4.4 A date/time of the 8th September 2017 @ 3.20 p.m. (after tuck) was agreed for the FOTS AGM. DF to ensure all necessary paperwork is produced and notices sent out prior to the end of term.</p> <p>Meeting closed : 3.00 p.m.</p>	<p>DF</p>