



Friends of St Wilfrid's School

Email: FOSW@stwilfrids-hh.school PTA Registered Charity No: 1005518



Minutes

Date	27 April 2023	Location:	St. Wilfrid's C of E Primary School
Start time:	19:45	Chair:	Kim Waterhouse/Jessica Finn
Finish Time:	21:40	Minutes:	Alastair Scragg

Present:	Apologies:
Jessica Finn Kim Waterhouse Debbie Hannan Louise Bennett Richard Bowman Julia Perry Claire Reyner Pauline Beresford Emily Haniff Alastair Scragg	Maura Allvey Gilly Sadler Zoe Fryer Sarah Milton-Hunt Keira Philo

Agenda item	Discussion	Action
Approval of minutes of the last meeting	The minutes of the previous meeting were unanimously approved as distributed.	
Financial update	<ul style="list-style-type: none"> • "Wear what you love day" made £215.92. • The sales of Hot Chocolate in February made a profit of £61.52. • 2023 Envelope Donations made a profit of £821.29 • The March Disco made a profit of £1,630.45. Pauline to check how many packets of crisps are left over. • The March FOSW AGM/Quiz night made a profit of £776.96. Feedback from some of the quiz participants was that some of the questions could have been a bit easier. • FOSW has circa £21,500 in its bank account as of the date of the meeting. • Astra Clothes Recycling donations have raised £508.44 so far this year. • The committee discussed the possibility of adding a book donation bin alongside the Astra Clothes Recycling bin. Kim to ask Mr Hateley whether he is happy with this proposal. If so, the committee would then look into this further. • Easyfundraising has raised £45 this year so far. • FOSW has received a payment of £125 into its account from Ryan Jayberg Ltd for its sponsorship of the Summer Fair. • 4 large gazebos have been purchased on behalf of FOSW to replace those thrown out after the last Summer Fair. FOSW has also paid Simon Penney from Bounce Hire for the bouncy castles (two bouncy castles, one slide and one obstacle course) for the 2023 Summer Fair. 	PB KW

Future events update	<u>Jumble Sale – Sunday, 21 May 2023</u> <ul style="list-style-type: none"> To date, 5 spots have been booked for Jumble Sale. At least 10 spots need to be sold in advance to make it a viable event. The requirement for people to provide their own tables has proved challenging for some. The committee discussed the possibility of charging people £5 to borrow a table from FOSW. The committee agreed to a sign-up deadline of 12 May 2023. If FOSW had failed to sell the minimum of 10 spots at that point, then the event will be cancelled and FOSW will refund those who have already bought a spot. The committee discussed whether it would be possible to advertise on other notice boards in the area including the St Wilfrid's church notice board. 	
	<u>Sweets/Ice Lollies & 2nd Hand Uniforms – Friday, 26 May 2023</u> <ul style="list-style-type: none"> There is still a plan to hold a second-hand uniform sale on the last day of half term. There will also be a stall selling juice and sweets if the weather is mixed or ice lollies if it is warm. 	
	<u>Adult Disco - Friday, 9 June 2023</u> <ul style="list-style-type: none"> The flyer for the event went out earlier this week. The maximum capacity has been listed as 200 but is realistically likely to be less than that given that the attendees will be adults. 17 tickets have been purchased to date. Non-alcoholic wine and beer, wine, beer, canned mixers, and snacks will be on sale throughout the evening. The committee discussed having an entertainer for the start of the evening to circulate amongst the attendees. Jess has received a quote of £189 for one hour or £220 for two hours. The committee agreed to proceed with the two-hour option – Jess will contact the entertainer to book. 	JF
	<u>Disco - Friday, 23 June 2023</u> <ul style="list-style-type: none"> In previous years, Hawaiian leis have been sold as part of the summer theme and have always gone down well. These usually sell for £1. Balloon celebrations in the Key Stage 2 disco have also historically been a great success, although last year wasn't as successful as it wasn't communicated properly. Beach balls or lightweight footballs could also be an alternative option to the balloons. Pauline agreed to look into procuring leis, beach balls/balloons etc, Mr Hateley is keen to be involved. Julia to speak to Mr Hateley about the event. The committee agreed that all volunteers must be over the age of 18 years old. To facilitate Key Stage 2 submitting song requests, a box would be left near the school office on the lead-up to the disco. 	PB JP
	<u>KS2 Film Screening – Friday, 30 June 2023</u>	

	<ul style="list-style-type: none"> ● The availability of FOSW volunteers is a concern given the time of day. However, Mr Hateley is going to arrange school staff volunteers to ensure that this event is adequately staffed. ● Movie Suggestions: <ul style="list-style-type: none"> ○ Sonic the Hedgehog 2; ○ Lightyear; ○ The Greatest Showman; ○ Dumbo (the new one); or ○ Matilda the Musical. ● The committee discussed running a Facebook poll to allow the children/parents to vote on which film is shown. This would also generate traffic to the FOSW Facebook page. ● In addition, FOSW would arrange for a Ping to be sent out to make people aware of the poll. ● FOSW would also need to understand whether there are any restrictions in the licence that would prevent FOSW from showing any of the films. 	RB/AS
	<p><u>Summer Fair – Saturday, 15 July 2023</u></p> <ul style="list-style-type: none"> ● Sponsorship Update <ul style="list-style-type: none"> ○ Tiny Tekkers are going to be a sponsor of the café and give FOSW everything from the activity that they run at the fair. ○ All sponsors must be in place by mid-May. ● Arena Activities <ul style="list-style-type: none"> ○ A different karate group will be performing this year. Emily to ask if they would sponsor the Arena area of the fair. ○ Julia to follow up with the gymnastics club leader to see if they would like to perform a 15-20 min show as they have done previously. ○ Mrs MacTaggart wants to talk to Sarah to see how she can arrange the backing music for the choir. Julia is going to put Mrs MacTaggart in touch with Sarah. ○ Kim to reach out to the ballet teacher to see if they would like to perform. ● Committees <ul style="list-style-type: none"> ○ Still some committee places to be filled to organize certain activities. ● Emily will include the dates of the discos, summer fair etc. on the door drop to local residents regarding the noise. ● Clare to ask The Hop Sun Taproom if they want to donate a keg for the bar instead of sponsorship. ● Other drinks for the bar will also need to be purchased. Pimms has previously been popular. ● Kim has booked T&M Ices as the ice cream seller. ● The Inflatable slide has also been booked, as has the coffee seller. ● Sweat Jar donations will be required for that tombola and the teddy bear tombola will also be run. 	EH JP JP KW EH CR

	<ul style="list-style-type: none"> • If FOSW place a box in the school office, Julia will check the box for teddy bear donations every day. • The committee agreed that it would need to do as much of the set-up as possible on the Friday evening prior to the event. • FOSW would also need more volunteers for Saturday morning this year as these have been short in number in previous years. • Committee members to let Kim and Jess know if they are unable to help at the fair, otherwise it is assumed that they would be available. • The foam party activity will be run again. • A suggestion was made to get an entertainer to come who can walk around and do balloon animals etc to sell. Any proceeds could then be split FOSW. • The committee agreed to limit the number of designs done by the face painter so that they can be done quickly. Jess to confirm the face painter for both the summer fair and the disco. • The lack of seating has previously been raised as an issue. • Julia to check with Mrs Perrett to see if FOSW can rent haybales from her. • In addition, FOSW could ask the school if it could use some of their tables and chairs. Café should also be placed close to the seating area. • Julia to ask Mrs Perrett about providing burgers for the BBQ • Emily's Dad is going to make safe the "Splash the teacher" activity. • The committee discussed hosting a bake-off competition which Mr Hateley would judge. Cakes would then be subsequently sold at the café. • A Ping will go out in June regarding the Summer Fair. • A table for the flower lady will need to be set up as she won't be attending on the day. She will create little arrangements and then these could be paid for at the café. Pauline will discuss this with the flower lady. 	<p>JP</p> <p>ALL</p> <p>JF</p> <p>JP</p> <p>JP</p> <p>EH</p> <p>PB</p>
	<p><u>Sports Day tea and coffee sales.</u></p> <ul style="list-style-type: none"> • No date currently confirmed. • Tea and coffee sold, along with Greggs doughnuts and sausage rolls. 	
Other Business	<p><u>Website SMH</u></p> <ul style="list-style-type: none"> • No update as Sarah was unable to attend the meeting. 	
	<p><u>Class Reps</u></p> <ul style="list-style-type: none"> • May/June – notices to be sent to each class appealing for 2 class reps per class. 	
	<p><u>Other fundraising updates- textile bin, ink recycling</u></p> <ul style="list-style-type: none"> • Covered earlier in financial update 	
	<p><u>FOSW dinner - end of school year</u></p> <ul style="list-style-type: none"> • The committee is keen for this event to take place. • Jess to circulate poll for dates. 	<p>JF</p>

	<p><u>Potential events</u></p> <ul style="list-style-type: none"> ● Beer and Wine tasting/AGM to be held in early October 2023 <ul style="list-style-type: none"> ○ Bingo could be another option. FOSW would need to ensure that a prize was arranged for the winner of each round. ○ Julia stated that if FOSW can promote Stikin's name labels on the FOSW website, Stikin's would increase their donations from 15%-30% of each sale. The committee agreed that this would be done once the website was up and running. In the meantime, the FOSW page on the school website can be used. ○ Julia to let Kim and Jess know the date of the open evening for new reception parents. 	JP
Next meeting:	Thursday, 15 June 2023	