

Friends of Fishergate (FoF)

Minutes of meeting held on 4th November 2019, 7pm, Wagon & Horses pub, York

Item	Notes	Actions
Present/ apologies for absence	<p><i>Hester, Roni (Treasurer) Alison (Secretary) Bec, Kate.</i></p> <p><i>Apologies: Juliet, Jane, Mickey</i></p>	
Treasurers Report	<p><u>Financial Position:</u> <i>Bank balance: £ 7,209.72</i> <i>Cash in hand: £ 404.28</i> <i>Total: £ 7,624.00</i></p> <p>£ 2,961.89 unallocated funds £ 4,582.11 allocated funds</p> <p><u>Cake Sales</u> <i>1st Half Term/ Current Balances at 01/11/19</i> EYU: £114.95/£323.71 YR1/2: £203.16/£469.02 YR3/4: £73.28/£144.93 YR5/6: £90.01/£416.45</p> <p><u>Uniform Sale</u> Held 25/10/19 raised £85.07</p> <p><u>Halloween Disco 2019</u> Income: £753.35 Expenses: £171.92* Balance: £581.43*</p> <p>* Still waiting on a few more receipts so this may change.</p> <p><u>Requests.</u> Purchase of new sports kit for competition by Matthew Snowden. Cost not yet confirm, but possibly in region of £50-£80.</p> <p><u>Recent payments.</u> Cheque paid to school - £1065.00 for coach travel for end of year school trips July 2019.</p> <p>Full Report available on request.</p>	

<p>Christmas Fair</p>	<p>Collection date of November 29th for Christmas Fair Tombola donations and jars. At least 6 volunteers are needed to process the goods that morning in school</p> <p>It was agreed to carry forward the success of the Teddy Tombola again this year rather than a toy stall to prevent bulk of unusable toys.</p> <p>Bec presented a floor layout over the upper & lower school floors in the halls for the fair. The purpose of a pre-considered layout is to allow ease of set up on the day for all involved. This included themed zones around Tombola, games, crafting, outside traders & entertainment.</p> <p>Priority space will be allocated on both floors for food & refreshments with seating & tables cafe style for a more relaxed experience.</p> <p>Due to an agreed earlier start time for the fair of 3.15pm, Tina has successfully recruited a team of teachers to volunteer & help at the fair, which will allow us to have at least two people manning each stall. Bec has a spreadsheet for person allocation across the fair.</p> <p>An early start time last year, saw little demand of alcoholic beverages on the bar so it Roni proposed an alcoholic-free bar to reduce overheads on bar licence and any unsold stock.</p> <p>Ali is working on up-cycled Christmas decorations to sell for the Decs stall. Cheryl is making the Fishergate Bears so stock should be plentiful. Wreaths didn't sell well last year, but could be incorporated into crafting area for a DIY activity. Crafting area could include salt dough, clove decorated oranges, decorated glass candle jars.</p> <p>Dani Rees is organising the Games Room with Yr6.</p> <p>Small prizes are needed for the games stalls, Whack-a-Rat etc. Approx 400 needed. There are some left from last fair. Any unused can carry on for next.</p> <p>Raffle tickets are all ready to be distributed to parents of the school, prior to the fair.</p> <p>Entertainment area will be in the upper hall to include a scheduled 4pm Story Time with Mrs Engleman, the choir singing, an exclusive music performance by teachers to be followed by Tina drawing the raffle at 5pm.</p>	<p>HC will be available. BH & AR after 10.30. Possibly Heidi? Recruit more volunteers.</p> <p>Chloe to set up & run cafe. AR to discuss any cake needs with Chloe. AR table decorations.</p> <p>Spreadsheet to be completed as volunteers come forward from social media and parent pay requests for help.</p> <p>RR to set up & run bar. Non-alcoholic mulled wine? Mulled Apple juice?</p> <p>AR on Dec stall. KR & possibly JJ on crafting area. Willow and Foliage to be foraged locally prior to event KR to liaise with JJ. AR will do foliage.</p> <p>BH to shop/seek out suitable items for games prizes.</p> <p>AR to supply envelopes on 7th Nov for ticket stuffing on coffee morning week after.</p>
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	<p>Equipment & resources from previous Xmas fairs are stored in the school resource room. Signs, wrapping paper, Santa suit and grotto decorations</p> <p>Roni will designate floats for all required stalls and small floats for games stalls.</p> <p>Santas Grotto: Greg will be Santa this year and grotto decoration has been allocated. KS1 & KS2 Books have been ordered and will come wrapped.</p> <p>Bec has had a number of responses from targeted raffle prize donators, others to be chased up.</p> <p>Donations for hampers needed. Check in with any local & usual donators for any Christmassy food, drinks & treats.</p>	<p>These need locating from possible high and perhaps inaccessible shelves. Possible help from Charlie/ladder</p> <p>(Named Grotto Decorators?) Approx 60 wrapped books for Santa's sack, plus extras left from last year.</p> <p>Any donated vouchers/gifts to be handed in at the school office FAO BH asap. (CS also created a spreadsheet emailed out on 7th October to FoF to add into)</p> <p>FoF Donation Request Letter available from committee if required.</p>
Christmas Shop	<p>Christmas Shop will run 12th & 13th December. Easy labelling this year to process kids through more efficiently. Stick and go, with no extra embellishments.</p> <p>Approx 1350 gifts needed for Mums, Dads, Sisters, Brothers, Family. Most children came through last year buying the capped limit of five gifts. JA has been very successful previous years seeking and buying chocs, socks, games. Previous years have sold out early, so any stock overs can carry to next year.</p> <p>Good Gym are booked to come 2nd December to wrap all Xmas shop stock. They will need scissors, paper and tape in dispensers.</p>	<p>Buy 1400+ Peel & stick labels. Have pencils available.</p> <p>FoF to scout for suitable £1 gifts in reasonable/large quantities. Liaise with FoF to note, direct towards or confirm purchases to avoid duplication. Touch down with JA</p> <p>Deadline for buying shop stock is 2nd December to all enable wrapping.</p> <p>HC will sort paper.</p>
Yr6 Leavers Hoodies	<p>The hoodies are currently on track to be in time for Yr6 pupils going to Robinwood.</p>	<p>JJ</p>

<p>AOB</p>	<p>Staff Christmas Gifts: Charlie (Vodka) Office staff (Prosecco?)</p> <p>Halloween Disco: Event was successful and monies raised could be up from last year, once Roni has received all receipts in.</p> <p>Tina Clarkes presence was very positive for the event.</p> <p>Glow sticks are good sellers, particularly in KS1 but this may be due to less stock left for KS2. Single use plastics questioned - do we want to support such use when school has an active Eco warrior Team?</p> <p>Pumpkin Parade (PP) Less entries this year than last, but plentiful to make a fantastic display outside. It was noted that this year we didn't put up specific PP posters advertising the activity and perhaps in some cases, some people were unaware of it at all.</p>	<p>Please hand in receipts for any outstanding Halloween disco purchases to RR.</p> <p>Alternative ideas? Glow in the dark stickers, paints, face paints. For next year?</p>
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Date of next meeting: WEDNESDAY 27TH NOVEMBER 2019