

Friends of Fishergate

Minutes of meeting held on Thursday 14th September 2023, Busk Coffee Shop 9am

Item	Notes	Actions
Present/ apologies for absence	Present: AR (Ch) RR (Tr) FM, RC, HT, MH, BH, GJ, TG Apologies: VE, LC, CR, GT, AB	
AGENDA		
AGM	The AGM was undertaken with a quorum present for voting in two committee members and overview of last years Detailed Minutes of the AGM have been filed separately.	AR to complete minutes and circulate to school
Quiz & Curry Night	Event details Ticket Details cash & online. Ticket price £5 to include food. Posters and ticket availability for w/c 18/09/23 for a big push. Posters (RR, RC) Prizes - yes, need to consider suitable 'team' prizes (shareable) Food - chef, logistics & facilities. LC has offered to make curry. Slow cooker & Soup Vat available. Bar - Cash only. HT will check prices at Booker for beer & wine. FM will research too. Planning meeting to be held on 05/10/23: buying, planning food prep, finalising helpers and strategy.	Send out SAVE THE DATE asap (AR) Look into /set up online ticket sales (MH) AR thinking about simple prizes. LC/AR to liase on food. HT & FM to research alcohol for bar. Possibly ask Wagon & Horses if can do trade price sale or return?? Get tickets sorted, posters & publicity out (AR, RR, RC, MH) Sell tkts to get numbers for food & bar. Next meeting 05/10/23
Halloween Disco & Pumpkin Parade	School disco in diary for Friday 20th October. DJ Ollie cant make our chosen date, SD offered to set and supply equipment. Previous discussions last term around purchasing our own disco lights to enable future events/school use too. FM researching lights and will ask for SD experienced input. MH suggested researching a Silent Disco option.	AR to group with SD & FM to move this along. RR prep Disco Posters

	<p>RC offered a Halloween theme playlist.</p> <p>RR to sort posters.</p> <p>FM will sort light sticks.</p> <p>Discussion around using fake tea lights for a safety around children's costumes</p> <p>HT suggested bubbles outside again.</p> <p>Free juice to children and usual snacks. MH suggested pre-built snack bags for the kids at a set cost.</p> <p>Planning meeting on 5/10/23: for planning and purchasing.</p>	<p>Research fake tea lights and costs? 48 for £7.99 on amazon best price. Might be worth doing sooner rather than later for price hike.</p> <p>Next meeting 5th October x</p>
Cake Sales	<p>Cake sales start Friday 22/09/23 after Global Evening has passed starting with Yr5/6 to set the pace.</p> <p>Will also sell tickets for Quiz on cake table for the weeks leading up to.</p>	<p>AR to send out year group reminder and call for helpers. Email to introduce to new starters. Collate helpers for yr groups.</p>
Uniform	<p>Lots of Used uniform has been handed into school over the holidays as requested. Charlie has urged us to sort it out as there is a lot. Some garments may need to be relegated to the clothes bank/ Air Ambulance.</p> <p>Volunteers to sort out for both storage uprisings and towards the termly sales.</p> <p>Dates need to be planned into school diary for uniform sales each term</p>	<p>RR has offered to help AR to go through the piles.</p> <p>AR to block in & check in with school dates with uniform sale dates.</p>
AOB		
General	<p>Labels for FoF Donated items (books, equipment, instruments) to highlight fundraising in school. Use Stikins (simple & clear, with best payout back to us)</p> <p>Wording agreed ' Donated by Friends of Fishergate School'</p>	<p>AR to order labels.</p>
Forest School	<p>The school forest school area requires a new shed, for safe storage of equipment but is conscious it is a high cost expenditure. After some brief discussion to look for other community funding, it was agreed Friends are in a position to be able to happily cover the cost outright.</p>	<p>AR emailed CB to update our position to support them fully on this purchase.</p>
Xmas Raffle	<p>AR suggested an early set off with raffle prize hunting and HT agreed to help.</p>	<p>AR to share spreadsheet & letterhead with HT</p>
APFS Xmas Card	<p>Quality of card print last year was mentioned to be quite drab. AR researched other card companies and found that APFS is mostly the</p>	<p>AR in discussion with school around</p>

Project	better option as they do all the money collections and legwork. Using another company would require helpers to spend more time on this. Agreed to give them another go this year and see how quality is.	timescales and YR5/6 lunchtime drop in to complete.
Xmas Shop	Enthusiastic enquiries were made around planning for Xmas shop event. It was agreed we can discuss that if not the next meeting, then straight after half term.	AR fixing dates with school. TBC.
Xmas Fair	School have requested that the fair be on Friday 8th December.	
Grotto	AR suggested we hold the Grotto separately from the fair (like was done through Covid) due to strains of running it during the fair. It was agreed there a number of reasons to consider this and that the outdoor classroom would be perfect, giving all children they opportunity to attend during the school day for a small non nominal charge (£1.50 previously paid via parentplatform)	AR has contacted school to suggest this idea and work it dates. Ideas for small gifts across the school
Yr6 Hoodies	processing before Xmas ready for Residential weekend in January. FM will shadow process with RR	
Treasurer	It will be RR last year in school so would be good to find someone to shadow and replace her ready for next year.	Consider recruiting