

Friends of Fishergate

Minutes held on Tuesday 13th January 2026 in Novotel, Fishergate at 6:30pm

Attendees: Tamsin, Francesca, Andrea, Heidi, Gayle, Amy, Kelly


Apologies: Jessica, Polly

Matters Arising		
Item	Notes	Actions
Key dates for this term	<p>Bake sales – discussed moving these events outside for better visibility and sales. Purchases could be made easier with a card machine as well as accepting cash.</p> <ul style="list-style-type: none"> Year 5/6 – Monday 2nd Feb Year 3/4 – Monday 9th Feb Year 1/2 – Monday 2nd Mar Early Years – Monday 16th Mar <p>Pre-loved uniform stalls – Joanne and Gayle can cover this, push stock of winter coats and school shoes</p> <ul style="list-style-type: none"> Monday 26th January <p>Curry & quiz night – Unsure if this is moving forward, awaiting word from quizmaster to see availability in February. Amy generously offered to cook Chinese food for the event with fabulous friends.</p> <ul style="list-style-type: none"> Tamsin wondered if refugee families might like to cater, to tie into our recent School of Sanctuary status. Which nights are free at the school to hold this event? Amy is concerned about people not buying food (i.e. picky kids), though she and her friends would be interesting in catering. Heidi's contact, Tom, might have leftover barrels of beer to share. Clifton Moor – Trig Brewery Start time – 6:00pm (kid-friendly time), Feb or early Mar, set up time 5pm - - after Easter holidays maybe, lighter nights <p>Spring disco – Ask Alisun if she can run DJ duties once more. Heidi asked if the event would be Easter-themed. Concerns raised about religious connotations at state school events.</p> <ul style="list-style-type: none"> Friday 20th March <p>Summer Fair</p> <ul style="list-style-type: none"> Saturday 4th July 	<p>Tamsin – ask Alisun to DJ, please!</p> <p>Tamsin – ask school about availability from 5pm onwards, then approach quizmaster to be booked in</p> <p>Andrea – ask school about proposed date for Spring Disco</p> <p>Andrea – prepare posters, newsletter text, Facebook posts for these upcoming events (push large stock of winter coats and school shoes too!)</p> <p>Tamsin – will bring card reader for bake sales</p> <p>Andrea – poster and promotion for Spring Disco</p>
Finance update	<p>Report from Francesca:</p> <p>We currently have a healthy bank balance, but the majority of the money is ear marked for various funding including Askham Bryan visit (still awaiting invoice) Robinwood Coach, Young Voices Coach, Author Visit, Y6 Treat, Manga Books, Bake Sale money etc.</p>	<p>Heidi – follow up with Red Goat Halloween regarding donation from climbing competition</p>

	<p>The Charity Commission Annual Return for April 2024 to March 2025 was submitted on 7th January. -Income £8,584 and Spending £9,266.</p> <p>An update was given on what had been spent so far since August 2025; including Uniform storage boxes, Library bookshelves, Badge Making Machine & Equipment, Gifts for Santa Visit etc. Our ParentKind Membership which covers our PTA insurance has been renewed at a cost of £171.00</p> <p>An update was given as to how much the events this school year have raised.</p> <table><tr><td>Halloween Disco -</td><td>£689.82</td></tr><tr><td>Christmas Fair -</td><td>£1,329.94</td></tr><tr><td>Christmas Shop -</td><td>£843.66</td></tr><tr><td>Year 6 Hoodies -</td><td>£296.10</td></tr><tr><td>Carols by Candlelight -</td><td>£101.44</td></tr><tr><td>Book Vending Machine -</td><td>£640.00</td></tr><tr><td>Bake Sale Money (ongoing) -</td><td>£262.46</td></tr><tr><td>Christmas Cards -</td><td>TBC</td></tr></table> <p>We talked about the £3,500 set aside by FoF for school use - should it be applied towards school trips, as that was hinted at in last week's newsletter? In the future we need to get a better idea of fundraising wishes from the school (is it always towards coach travel?) Or should this be applied towards the OPAL project and the school goals Mrs Clarke emailed us about in November 2025? How can we more effectively remind classes to spend their Bake Sale money before the end of our fiscal year? We also spoke about what it could be spent on, and how the £70 on the Geologist visit for Y3/4 was a great use of the money.</p> <p>We decided to offer £500 per year group (£3,500 in total) to be spent on School Trips, but to discuss future funding with the school going forward, as the majority is going on coaches at the moment and may not always be sustainable or match with the goals of Friends of Fishergate as a Charity.</p>	Halloween Disco -	£689.82	Christmas Fair -	£1,329.94	Christmas Shop -	£843.66	Year 6 Hoodies -	£296.10	Carols by Candlelight -	£101.44	Book Vending Machine -	£640.00	Bake Sale Money (ongoing) -	£262.46	Christmas Cards -	TBC	<p>Andrea – report Cauliflower Cards commission</p> <p>Francesca - offer Tina £3,500 to the school towards the cost of trips. Also encourage spending of bake sale funds (perhaps with what FoF sees the money being used for?)</p>
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Book vending machine	<p>We would like to see this happen by Easter, ideally.</p> <p>Gayle and Andrea have raised £740.00 (+ another potential £100 in gift aid) in funding from local businesses and school families</p> <p>Final push for fundraising!</p> <ul style="list-style-type: none">• Sponsored read - Approach Dani about a good week to hold this• Gayle - change target to £2026 for new year fundraising• Gayle's contact at Tower House is likely to donate soon• Allow for enough separation between this fundraiser and OPAL fundraising down the line <p>Keeping the machine stocked?</p> <ul style="list-style-type: none">• FoF should decide if we can apply funding each year• Mr Pennington could manage the machine as this was his idea originally?	<p>Gayle – follow up with Debbie and business from the Tower Building</p> <p>Andrea – check with Dani and Ms Clarke about week for sponsored read event (school might not be onboard due to fundraising from parents)</p> <p>Gayle – redo letter for 2026 fundraising push</p>																

	<ul style="list-style-type: none"> • Create Amazon Wishlist to be promoted regularly in newsletters so generous families can donate • Would the machine include foreign language books as well, as our school is so wonderfully diverse? • Andrea mentioned adding a page to the school website to cover giving towards literacy rewards at the school (Amazon Wishlist, etc.) • Amy also mentioned Lush had given generously to a refugee effort she knows about and feels we should contact them about the vending machine as well • Contact bookshops locally about our effort – Travelling Man, Toppings, Little Apple Bookshop, Blue House Bookshop <p>Sharing with press</p> <ul style="list-style-type: none"> • Heidi will talk to journalist contact, Maxine, regarding pushing our effort with the local press • Kelly mentioned the Local Link might be good to reach out to as well <p>Thanking local donors</p> <ul style="list-style-type: none"> • Amy had the fabulous idea of including children in making large 'thank you' cards to deliver to local businesses who have donated. 	<p>Heidi – speak with contact, Maxine, regarding our book vending machine effort</p> <p>Andrea/Gayle – organise 'thank you's' for donors</p>
OPAL project	<p>£5,000 - £15,000 mentioned in the OPAL Project message from the school. We think the request from the school regarding toy donations needs to be clearer, it was easily missed in the OPAL message.</p> <p>Debbie had an email from Tesco, who approached Fishergate and Caroline Burt is communicating with them. Gayle working on Tesco Stronger Starts fund with Caroline.</p>	<p>Tamsin – ask Greg or someone from school to officially ask FoF for help with Tesco application</p>
Year 5/6 Leavers	<p>Gift biscuits for reading time as thank you to Year 5/6s for their Christmas Fair games room fundraising effort</p> <p>Francesca wondered if they wished to spend their bake sale money on inflatables at end of the year?</p>	<p>Tamsin/Francesca/Andrea – review and check with teachers on how to best apply this treat</p>
Teacher Wishlist	<p>Dani Rees' wishlist for Manga stock now - we need to price up, mention that books should be in-class stock only as we can't have pricier books getting lost</p>	<p>Andrea – find pricing out from Dani and get exact request list so we can review and process - - is this run in the classroom only</p>

Any Other Business

Item	Notes	Actions
Foreign language families	<p>Kelly wondered if the weekly newsletter is being translated into different languages. Asked after there was mention of new, donated items (duvets, blankets, etc.) sitting in the office with nowhere to go currently.</p> <p>Perhaps the newsletter text could be posted to a page within the website that has a translation feature on it?</p>	
Coffee mornings	<p>Polly Backhouse reached out to FoF via email after checking with Ms Dibden... She would like to start up coffee mornings, and has another parent-friend who could help run them. She is available on Mondays, Wednesdays or Fridays.</p> <p>Ideas to further promote Friends of Fishergate should Coffee Mornings be reinstated:</p> 	<p>Tamsin to review and get back to Polly</p> <p>Tamsin still needs to progress the banner that we can get free.</p>

