

# FRIENDS OF GOODERSTONE CHURCH OF ENGLAND PRIMARY ACADEMY

The Friends of Gooderstone School is a committee of parents, teachers and community members committed to supporting the work of Gooderstone Primary Academy.



## MINUTES OF FRIENDS OF GOODERSTONE CHURCH OF ENGLAND PRIMARY ACADEMY

**MEETING HELD Friday 3rd November 2017 9am**

PRESENT: Tara Field (Chair), Bridget James (Secretary), Sarah Lambert (Deputy Treasurer), Stacey Sayers.

APOLOGIES: Jackie Roe (Deputy), Fiona Gilbert (Treasurer), Gemma Merritt, Catherine Groom, Kerry Johns.

### 1. Introductions & Apologies

The committee were sad to confirm the resignation of **JR** and would like to put on record their sincere thanks for all the hard work Jackie has carried out since joining the Friends in 2016.

**ALL** are invited to consider the post of Deputy Chair which is now vacant.

**JR** to arrange for any outstanding items to be handed over.

**GM** to be responsible for Facebook admin going forward.

### 2. Previous Minutes

No issues were raised.

### 3. Finances

The current account balance is £3836.60.

A Macmillan Coffee Morning donation of £303.72 has been made.

The following payments are awaited:

Bag2School (Oct)

Outstanding Easyfundraising - via BACS payment due to issues with cheque (as arranged by **GM**)

Christmas cards (once orders have been placed).

**TF, BJ** and **SL** to arrange and attend a meeting with school regarding how to spend funds going forward and to provide motivation for future fundraising. This was considered to be vital given school have not requested any expenditure and the committee has lost valuable resource.

This has been arranged with **SG** for Friday 10th November at 1.15pm.

**FG** to pass **SL** the bank book for Class Fundraising Christmas Card payment.

### 4. Disco

£397.99 profit was made on the night.

Safety was discussed. Committee to consider a request for all parents to attend future events given the issues that occurred with behaviour and children outside during the event.

**ALL** committee members to be clear on their roles and responsibilities going forward to ensure the smooth running of future events.

### 5. Christmas Cards

**SL** has distributed drafts to pupils.

**SL** and **BJ** to submit order online on 10.11.17.

**KJ** to provide support if required.

6. Recipe Book

**JR** had advised just 8 recipes had been returned so it was agreed that this idea was not viable at present.

7. Christmas Fair

**ALL** agreed a date change would be preferable under the circumstances.

This to be confirmed at the meeting with SG. 15/12 potential date.

Please also note a new time of 3.15-5pm.

**BJ** to request staff volunteers in newsletter....10 needed. Suggestions RG, KW, Staff?

The following stalls were proposed:

a) *Raffle*

**BJ** to produce parent comms requesting donations.

**CG** to kindly wrap items in time for the event.

b) *Drinks, cakes, mince pies and savouries*

Tables will be set up in Kestrels to emulate the successful cafe feel of last year.

???? to find tablecloths (in cupboard?)

**BJ** to do table arrangements?

??? to purchase any necessary e.g. Christmas napkins

c) *Santa's grotto*

**ALL** to help source Santa.

??? to help find suitable gifts - 75p target price.

d) *Chocolate tombola*

**BJ** reported the results of 5 surveys that were received. Parents suggested a car boot/yard sale, liked the current comms used (with FB most popular) and could usually only not support events owing to work commitments.

e) *Tombola cups*

???? to source cups or bags, and distribute to children in time for decorating and with slip.

**BJ** to confirm submission deadline in newsletter.

f) *Tattoos and face paints*

**TF** to run.

g) *Water or wine game*

???? to arrange (TF able to supply empty bottles).

h) *Coasters*

**TF** to explore

i) *Coloured sand*

**SS** to explore options and costs.

j) *Another craft table*

???? to be arrange using items from cupboard

7. AOB

???? to explore Friends Christmas gifts for children and confirm asap. Option to add to meeting with school. Book People order proposed.

**BJ** to display MacMillan coffee poster at school and ask FG to ensure a thank you appears in Signpost.

9. Date for next meeting

Friday 1st December, 9.30am (after sharing assembly).