

**MINUTES OF MEETING OF FRIENDS OF ST MICHAEL'S SCHOOL, ALDBOURNE, HELD  
AT 7.45pm ON THURSDAY 29<sup>TH</sup> NOVEMBER 2018**

**Present:**

Michelle Miles (MM) Chair  
Alex Lambert (AL) Secretary  
Leanne Miller (LM)  
Daniela Greenaway (DG)  
Ratty Inglefield (RI)  
Rozi Henderson (RH)  
Sally Precious Ward (SPW)

**Apologies:**

Mrs Arkwright (JA)  
Al Hogan (AL)  
Zoe Aldred (ZA)  
Sadie Darling Hewitt (SDH)  
Nathalie Collister (NC)  
Laurie Mooney (LMo)  
Ruth Reynold (RR)  
Liz Nestor

Jo Dutton  
Kate McPhedran  
Tessa Fitch  
Lynn Davies

		<b>ACTION</b>
1.	<p><b>Recent Events:</b></p> <p><b>Welly walk.</b> This raised more than in several years, probably because most was online and sponsors could donate easily with the addition of GiftAid, it made an awesome £1559.</p> <p><b>Popcorn Club:</b> Many thanks to DG and her team for organising another successful Popcorn Club. It raised a great £323.</p> <p>Lessons Learnt:</p> <ul style="list-style-type: none"> <li>- There were too many helpers, there were 7 and 5 would be sufficient.</li> <li>- Ensure if dates change that the volunteers organizing are informed.</li> <li>- Make sure classroom is allocated in advance so that teachers know if it's theirs that's being used.</li> <li>- JA suggested a teacher is allocated to the evening and this will help with discipline as well as letting children go at the end of the evening.</li> <li>- Inform parents on the application form (with a reminder in the Post and on A-board outside school in the morning, where children will be picked up from in the evening and at what time.</li> </ul> <p><b>Bags2school:</b> Thanks to Sadie DH for organizing this. 400kg were donated and we were given a cheque for £160. The ethics of using this company were discussed but it was decided that individuals can always decide themselves whether to donate to local charities or to Bags2School. Winter donations are apparently much more successful than summer ones.</p> <p><b>Uniform sale:</b> Thanks to RI for organizing this again with her team of volunteers. Sadly it made only £23 as no one really came, it doesn't work so well in the hall and we've done a very successful one recently. Let's do 1 in spring and 1 in summer (when it went so well last year), plus 1 for the new Reception class intake in May. If children do the "Fiver Challenge" again then let them organise it and sell instead of parents.</p> <p>If people find that they <b>can't do something at the last minute</b>, please can they find someone to help themselves rather than just asking the committee to make it happen. Do use your own class volunteers as a first line before getting the committee involved.</p>	

2.	<p><b>Forthcoming Events:</b></p> <p>a) <b>Wreath Making.</b> Well done for RR in selling out for this event within 20 mins on Facebook! When “lessons learned” are written up, please identify costs exactly so that we can see what the margins are. More volunteers are requested for foraging on Thursday 6<sup>th</sup> at 9am (please bring secateurs and gloves if owned). This promises to be a great night! If anyone is yet to pay please give RR £20 in a clearly marked envelope. Do bring a bottle on the night.</p> <p>b) <b>Fun Run.</b> We have a steady stream of entrants to the race. Shelley Rudman (local Olympian) has agreed to come and “cut the ribbon” on the afternoon of Saturday 8<sup>th</sup> at 2.45pm. The brass band have been booked to play between 2.30-3pm and the race will start at 3pm. Jo Dutton has kindly offered to help provide medical cover on the school playing field – shelter will be provided.</p> <p>c) <b>Christmas Fair.</b> Food and drinks sorted. Most of the stalls will be in hall. Classrooms 4 &amp; 5 will be for games and Santa’s Grotto will be in Pre-school. We still please need volunteers for Santa’s Grotto set-up and pack up. Tea towels will be for sale on the day. Class reps please to help get volunteers! AL will give Ruth Lambert tea towel order forms to go in book bags this week.</p> <p>d) <b>Nativity.</b> Jo, Alex and Leanne to organise drinks in the afternoon. We have a new urn for mulled wine! Prosecco and mulled wine to be served, plus tea and coffee. Lynn Davies, Tessa Berisha and Kate McPhedran to serve drinks at evening performance.</p> <p>e) <b>Disco.</b> Nathalie is organizing this for 2019.</p> <p>f) <b>Heritage Treasure Hunt:</b> Spring time and will be in school time, MM to plan.</p> <p>g) <b>Pancake Race</b> – MM to organise on Shrove Tuesday.</p> <p>h) <b>Coffee mornings.</b> Next coffee mornings are as follows:</p> <table border="1" data-bbox="400 1559 1118 1682"> <thead> <tr> <th>Date</th> <th>Year group responsible</th> </tr> </thead> <tbody> <tr> <td>7<sup>th</sup> Dec</td> <td>Yr 3 TB offered make cake with AL</td> </tr> <tr> <td>1st Feb</td> <td>Year 4 LM and Liz Nestor</td> </tr> </tbody> </table>	Date	Year group responsible	7 <sup>th</sup> Dec	Yr 3 TB offered make cake with AL	1st Feb	Year 4 LM and Liz Nestor	<p>Class reps</p> <p>AL Jo Dutton</p> <p>KB Class reps AL</p> <p>AL, JJ, LMi</p> <p>NC</p> <p>MM</p>
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3.	<p><b>Future Fundraising ideas:</b></p> <p>a) <b>School Lottery.</b> SPW presented for LMo. Still difficult to know what kind of profit it will make. Let’s check that it’s ok if there are minimal people entering it. Let’s start in January 2019 if LMo is still happy to help make this happen.</p>	<p>LMo</p>						

	<p><b>b) Coop blue card.</b> Well done to RI for making sure we are a named charity for another year with the Coop. It is estimated that we could raise double what we did last year as it is running for 12 month donation period rather than 6 months as last year. Let's promote it to the max to make sure every member of the school and surrounding community who uses the Coop has signed up for a card and allocated St Michael's School as their chosen charity. RI will write an article for the Dabchick and Anna D'Arcy Ryan has kindly printed flyers for book bags to help promote this.</p> <p><b>c) Waitrose.</b> RI has asked them to agree that we are a chosen charity but we will still have to wait for Waitrose to make a decision about when their token scheme will start for us.</p> <p><b>d) Tesco:</b> The school still needs to write a report to submit – we can add photos after the Fun Run to show that it's complete and being used. Gill Englefield requested to take photos please.</p> <p><b>e) Gold, Silver, Bronze packages</b> – SPW has <b>amazingly</b> put together a sponsorship package for corporate sponsorship. Dick Lovett have agreed to sponsor us £750 and Jones Robinson for £2000! These relationships need nurturing and we need someone who can help with this. AL suggested that Liz Nestor might help with this and MM will liaise with Amy Goddard to make sure that she has all the artwork for relevant sponsors.</p> <p><b>f) LUXMAS Fair.</b> Thanks to Tessa for organising this great event up at the Court House and donating £351 to the Friends of St Michael's School!</p> <p><b>g) Amazon.smile</b> – everyone is encouraged to use this to purchase items from Amazon, it is worth noting that it does not work on a mobile app but only on desktop at present.</p>	<p>RI</p> <p>Gill Englefield</p> <p>AL MM</p>
6.	<p><b>Frog Inventory</b> The frog is still broken and not fit for purpose. We need to think about whether we can make it from wood to help keep it breathable. Bryn Jones has kindly offered to help fix it.</p>	JJ
8.	<p><b>Finance Update:</b> The bank account will remain part of Nationwide. N.b. to all the account name is still <u>St Michael's PSA</u> if they are paying cheques in.</p>	KB
9.	<p><b>Match Funding</b> Many local, large companies run Match Funding schemes for employees. You can find a list of the companies that ran the scheme in 2017 <a href="#">here</a>. You can find a flyer about match funding <a href="#">here</a>. If you think that your company might be subscribe to this and you'd like to get involved do please talk to any of the committee members to find out more.</p>	All
10.	<p><b>Facebook Policies:</b> A message was sent out to all class reps to kindly request that they can add themselves as administrators to class Facebook sites if they are not already. This will help them to promote events and organise polls for</p>	Class reps

	<p>their class. It also gives them authority to stop any conversations getting nasty. There has been one recent episode on a class Facebook page where a member had become abusive and was consequently blocked. All parents and carers are kindly requested to remember that these sites were set up by individuals wanting the best for their children and that they are not meant to be a conduit to cause harm or bad feeling. As the Friends of St Michael's School, we have a responsibility to ensure that any bad feeling does not reflect on the school itself. If class reps are not comfortable being administrators on a facebook page there is no requirement for them to be but they are requested to make this known to the committee please.</p>	
10.	<p><b>AOB:</b> AL reported that the Friends of St Michael's Church are continuing to find our, very similar name to theirs, rather frustrating and recent articles in the Dabchick have been confusing their charity and the Friends of St Michael's School. It was suggested that as the bank account name has still not been changed and in the interests of community spirit that we rename the charity to St Michael's School PTA. 5 of the Trustees voted on this but all must vote on this to pass this change. MM to liaise with Kerry Hawkins to discuss next steps.</p>	MM
11.	<p>The <b>next meeting</b> is to be held on <b>Thursday 31<sup>st</sup> January</b> at 8pm. Doors to the school will be open from 7.45, the meeting will begin at 8pm and last a total of 1 hour.</p> <p>All 2019 meeting dates have been confirmed as:  Thursday 31st January  Thursday 28th February  Thursday 28th March  Thursday 25th April  Thursday 23rd May  Thursday 27th June</p>	