

**MINUTES OF MEETING OF FRIENDS OF ST MICHAEL'S SCHOOL, ALDBOURNE, HELD
AT 8pm ON THURSDAY 31st JANUARY 2019**

Present: Michelle Miles (MM) Chair Alex Lambert (AL) Secretary Al Hogan (AH) Rachel Inglefield (RI)	Daniela Greenaway (DG) Karen Boshier (Treas) (KB) Apologies: Laurie Mooney (LM)	Joel Jones (JJ) Nathalie Collister (NC)
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1.	<p>Recent Events:</p> <ul style="list-style-type: none"> a) Wreath Making Workshop. Thanks to Ruth Reynolds for organising this. It was decided that this can be extended, needs to be 2 x people organising it. Could go to 40 x pax in school hall. If do it in memorial hall could fit 60 or 70 pax. Next year could the organiser please be responsible for selling wreaths at the Fair or at the playground gates next day to ensure they are all sold? Keep it at £20 and increase numbers. b) Christmas Fair: It went very well, thanks to KB. Ensure enough float and enough cups etc. No one knew how many teachers were offered – next time we will liaise with teachers and allocate names to stalls. If it's advertised as staying open until 6pm it must stay open until then and not close down early. Choir should be the last event of the day as then it will conclude at this point. It felt very inclusive, lots to do and there was lots of good feedback. The fair made £1213.92 c) Festive Fun Run: Went very well and good turn out locally. Match funding has been awesome for this and the Fair combined made an additional £2184 from Microsoft! d) Nativity drinks: This was successful and we'll do it again. It's a shame that there isn't a photographer there – it could be done at the Dress Rehearsal? Could all parents get a copy of their class photo rather than just those parent volunteers? It would make sense that Year 2 parents sit at the front, followed by KS1 then KS2. Chair to liaise with Head prior to Nativity next year. e) School Lottery Ogbourne have started one. The School Lottery have approached us to – someone in our school is guaranteed to win a prize every week so it was decided unanimously to go for it. f) Watirose. They are being slow to reply to RI who will write to them again! g) Tesco. The school must finish this report as Tesco won't let us reapply until this is finished. RI to liaise with school admin office. 	Chair
2.	<p>Forthcoming Events:</p> <ul style="list-style-type: none"> a) Coffee Mornings: Going well. Year 5 to organize Friday March 1st. DG kindly delegating to her class to find a willing volunteer or 2. Could do croissants or hot cross buns alongside coffee? b) School Disco: NC nor Steve Goddard can do it this term. Let's do one in Summer term. Date TBC next meeting. 	NC

	<p>c) Popcorn Club: Friday 8th March – there must be a teacher present to help with discipline. 2 films to be decided upon. AH kindly volunteered to help organise this event. The motion picture license has been completed up to Jan 2020.</p> <p>d) Heritage Treasure Hunt to be postponed until 2020 – MM will liaise with Heritage Centre.</p> <p>e) Pancake Race: to be on Tuesday 5th March. SPW to do.</p> <p>f) Easter Bonnet Competition : Fri 5th April children to make their bonnets – someone from the community to judge it – could Sue Rendell do this? The Friends will pay for Easter Eggs for the school competition.</p> <p>g) School Quiz: SPW to do – 17th May.</p> <p>h) Fun Run and Summer Fair – 9th June, meeting with all class reps will be organised next month if people would like to get involved.</p> <p>i) Circus 6th July. Silent auction washing line. Bouncy castles will be present, plus BBQ, bar. Tickets will be sold online via the school's website from as soon as possible!</p> <p>j) Second hand uniform sale – 7th May. RI kindly offered to organise.</p>	
3.	<p>a) Communications: Newsletter – this will be done termly. Please could the school not just attach it with the Post but explain in their email title that it is there so people look for it. Money – what is it being raised for, could these be promulgated to everyone so we all know why we're fundraising. There will be a quiet garden and the leaky roof will be repaired. There is a potential for a bus to be bought to be used as a quiet space / extra classroom. Need some pictures for newsletter!</p> <p>b) Thermometer to display how much we've earned and with goals. AL to liaise with KB to establish costs to put this in the foyer.</p>	AL Admin
4.	<p>Marketing and Sponsorship: Liz Nestor has offered to be the relationship manager and to liaise with new potential sponsors. Liaise with Jo Jones re. father in law who expressed an interest.</p>	Liz
5.	<p>Finance Update KB requires every single receipt – please ensure they are all attached with the Finance report and lessons learned after each event completed.</p> <p>Bank account will change to Lloyds from Nationwide next week.</p>	All event organizers MM and KB
6.	<p>Frog Inventory Laurie Mooney has kindly offered her husband, Simon, to try and fix the leaks.</p>	LM
7.	<p>GDPR: Do we still need to demonstrate that we are GDPR compliant? Could Julian Turner please let us know if this is the case?</p>	Julian Turner
8.	<p>The next meeting will be on Thursday 28th Feb in the school at 7.45pm</p> <p>A massive thank you to all those who have been involved over our Christmas period in making it all such a success!</p>	All

