



## Agenda for Friends Meeting Tuesday 7<sup>th</sup> June 2022 At: School Hall or library at 7pm

### 1. Welcome

Adrian King, Polly Peart, Rachel Ellams, Katy Weller, Sally Steel, Carly Charlick, Lorna Jones, Lorraine Foster, Jennie Lindfield, Elaine Sheppard,

### 2. Apologies

Siri Lundstrom, Cailin Clunes, Malcolm Taplin, Rosie Rowbotham

### 3. Review of Minutes of last meeting

No actions as all events have passed. Loft and upcoming events will be discussed later. Accounts are still outstanding –

Father's Day Sale – 35 orders for the Lego frames. Each frame is a profit of about £3.50. Sally has a few spare frames and figures in case some other people want to make them.

Leavers T-Shirts still need to be organised – AK to do this ASAP

Friends storage and loft storage – PP and AK will discuss.

New Starters meeting is 27<sup>th</sup> June – PP to do presentation

SS will update video to include other things that have been funded

Tesco blue tokens – LJ has looked into it. They need more info about what we would like the money for. SS said that the money could possibly go towards forest school as this seems to fit with the ethos of the blue token scheme. LJ will send PP the links to apply.

PP has also applied to the co-op to be their charity partner again this year.

PLEASE NOTE a big thank you to the co-op for all their donations!

### 4. Financial Overview

See financial overview provided.

Community Account £5527.18

Business £3000.23

Total £8255.41

Lots still outstanding – kitchen donation – Services company are going to fund all the labour so total is now £2000

Staff are looking for a coffee machine (£500)

Basketball hoop will be bought when playground is clear

Outstanding invoice for £1000 for reading scheme/phonics

Total after outstanding - £4513.98

LF still in the process of sorting out the gift aid

### 5. Correspondence

No correspondence has been received.

## 6. Update on events for Summer term events

### a. Father's Day Sale

A week on Friday. Lego gifts will be wrapped and given to the children at the sale. PP to do a letter to remind people next week. AK can make the hall free from 1pm. PP will help and so will JL and ES (if she is not away) possibly KW (JL to collect).

### b. Lavant Village Fete

PP is being guided by ES. Fete starts at 2 so set up from 10 onwards (arrive about 12.30). They provide the float but we will take some of the Father's Day float to keep separate (LF to sort out). ES said that we needed to work out how much things cost and how much we have sold. PP to take out expenses before going to the fete as the profit is shared out between all the stall holders. Tables are provided but we need to take three gazebos with us.

#### Helpers

Rachel Ellams

Polly Peart

Sally Steel

Kate Self

Carly Charlick

People cannot park in the car park.

PP mentioned that we needed to buy more table cloths. Dunelm was discussed as being the cheaper place with good quality.

### c. Summer social and Production – Thursday 14<sup>th</sup> July

Summer Social will take place on the Green. AK to do usage agreement etc.

Production will take place at the memorial hall, there will be a matinee and then an evening performance. There may be more than one matinee.

A BBQ was discussed – PP suggested that we may need to meet nearer the time. The oven will be available so we could use that. PP to get burgers and sausages and rolls and a veggie option. LF will organise the licence for a bar. JL said that we may be able to use the village hall licence. JL will check whether or not we are covered by the hall licence. PP will get tinned alcohol.

PP to ask Emma Cole about bouncy castles (one for younger and one for older children).

LJ offered to take on the risk assessment for the Summer Social. RE offered to help with this. AK has a template for the risk assessment.

Stalls - Coconut Shy, Hook a Duck

Goodwood Revival tickets can be raffled – we will use raffle tickets 1 – 200

We will get people to sign up for gift aid and anyone who does will be entered into a raffle to win £10 cash.

### d. Request from Mick Bleach for support with the summer party on the green – 28<sup>th</sup> August

He suggested in the afternoon that we could do a stall of e.g. glitter painting/tattoos etc.

Most people have commitments and it was agreed that we would not be able to help with this. PP will contact him with our apologies.

### e. Sports Day refreshments – tea, coffee, croissants and lollies (in a break). KW will ask the co-op if they are able to donate lollies. PP to order croissants and

pastries. KW to also ask about croissants as the co-op may be able to bake them that morning. It was also discussed that they could be purchased from Lidl for cheaper so KW will see what deal they can do. PP will buy compostable cups. The urn needs to be sorted out the night before and turned on early in the morning. LF and PP will be here about 7.30.

#### **7. Loft Ladder and moving Friends stock in**

AK and PP will discuss this at another time. LS asked that she was told when this would happen as she has some bits from the Mother's Day sale. It will be possible to use the space in the curriculum kitchen and the friends will have a cupboard back soon.

#### **8. AOB**

PP has suggested that we put the school uniform outside school with an honesty box. It was also suggested that we would sell it at the new parents meeting – RE offered to help with this.

Frozen Fridays will take place when there is some good weather.

LF said that we used to have a planner which covers that year with a description of each event – PP has been putting a list together for each event and for members of the committee to take responsibility for an event. AK and CG used to have a meeting to decide when each event will take place etc. Dates need to be decided for September ASAP. PP will talk to AK and get a date for AK, PP, LF and RE to meet and organise dates.

Year 6 Leavers BBQ Monday 18<sup>th</sup> July 3.30 PP, LF can help

PP will choose a BBQ and discuss with LF

#### **9. Date for next meeting**

27<sup>th</sup> June Summer Social Meeting 7.30 (after new parents meeting)

AGM Tuesday 13<sup>th</sup> September