



Friends Meeting Tuesday 6th June 2023 Staff Room Lavant Primary School

1. Welcome

Polly Peart (PP), Olita Williams (OW), Jason Bradberry (JB), Malcolm Taplin (MT), Adrian King (AK), Cailin Clunes (CC), Carly Charlick (CCh), Kate Self (KS),

2. Apologies

Siri Lundstrom (SL) Katy Weller (KW)

3. Review of Minutes of last meeting – April 2023

Minutes were agreed.

4. Financial Overview (OW)

A financial overview was circulated. Everyone has paid £5 for the leavers hoodies and Leah will finish them soon after she has checked the spellings with Mr T.

PP asked if we should let everyone know about the cheque with we have received which is now in the community account. **AK will speak to Jenny Quest about how we will communicate this with parents.**

Community Account = £37, 934.86

Business Account = £3, 006.55

5. Gift Aid Update (OW)

We need to ensure that we have an HM Revenue Login to complete the form online. OW will speak to her manager to see if she has the link. PP will check with LF to see if she left any of this information. We need a Charity Registration number and code for HMRC. It may be that LF needs to log in and change the details. AK suggested that all events where parents are invited we have a pile of gift aid forms.

6. Correspondence

No correspondence

7. Events to discuss:

a. Talent Show – Friday 16th June (PM)

Plans for the talent show are well under way. 83 tickets have been taken (17 left) JB has a feeling that some of the tickets may be for children that are in the show. JB has been texting all the parents of children who are involved and has asked for the tickets back if people don't need them or to invite family members etc. JB will send an email to Anette one last push for the talent show. There are 17 acts. JB asked when it was ok for parents to drop off equipment from 13.00 that day. Fitjoy will be in the hall 3.15 – 4.00 but may be able to do it outside so people will work round this. PP will not be able to get back to

school until after 3.30. AK agreed that it was ok to drop things off the day before.

Everyone will get a prize but judges choose their favourite act which will be announced at the end. There are 8 categories. Time is tight and it will be about two hours long (at the most) 10 acts in the first half then 15 minute interval, the second half will be 45 minutes and the children will all get to go up for their award. PP suggested that we say to people that they are welcome to arrive at 5.00 for food. AK will speak to the children in assembly, JB will send an email out tomorrow.

Volunteers – PP, RE, KS and OW if needed. Ben Self and Cailin Clunes (maybe) will be on the door.

JB will make a printed programme so people know who is coming on next. Prizes are goodie bags and trophy's. JB will cover the cost of the awards and goody bags. JB will make some certificates if there is time to do this. CCh will make some certificates JB will send her information on categories as soon as they are decided.

Judges are Mr Rowbotham and Emily Rayment. JB will also ask Richard Ryder from the Lavant Players. JB will speak to Jenny Quest ASAP and see if she has any ideas and contacts.

PP will put a call out for volunteers on facebook. Lighting, projectors and stage sets etc are all in hand. JB will come into school and make sure that he can play all the music on the night.

PP will get the donation buckets from the loft for the evening.

Someone needs to volunteer for stage management. AK offered to take on this role.

b. Fathers Day Sale – Friday 16th June (AM)

PP will help and Elaine Sheppard, Carly Charlick and Cailin Clunes will also be there. This will take place straight after the children come into school.

c. Village Fete – Saturday 17th June Games update, who, what to take, where etc.

1.00 start. Mel Belderson has two complete games and we also have a paddling pool for hook a duck. MT will also bring another one or two games. We will also do some bags of tuck. PP and RE will help but we also need more people to help. JB said that he may also be able to come and help.

d. Summer Social – Friday 7th July from 6.00 – 8.30

This will be the last day of the health mind and healthy body learning journey. If there was a sporty theme then this would fit. Emma Cole is going to provide a big and small bouncy castle, There will be a bar and a bbq along with games.

We will need as much help as possible and will need volunteers who will help in an hour slot. PP will put a sheet in reception for helpers as soon as the jumble sale is over and CC is happy to go around and ask for helpers. MT suggested that we should put a barrier of some sort around the bouncy castles for crowd control.

e. Leavers BBQ – Tuesday 18th July after school

PP and CC can help with this. PP will check the gas bottle and get a new one. PP will get the food for the evening.

f. Sports Day – Tuesday 4th July

PP will ask KW if the co-op are able to provide croissants etc again. PP will be here from 8am as will MT. JB and OW will help and KS and BS will also be around.

8. AOB

KS has been looking at the Tesco blue coins and it is a simple entry online. KS will be the contact and has written a draft which she will send to PP.

PP will write a letter asking for help with the upcoming events and explaining the importance of getting people to help at these events. PP will run this past AK.

Break the Rules Day – CCH, KS (and SL) will take this on and think of some new rules to break. PP will send last years letter as a starting point.

MT suggested that we need to start talking about Christmas events from September.

PP suggested that we should do a welcome back picnic in September. People agreed that this was a good idea. A date was set as 15th September. Time TBC.

9. Date for next meeting

10th October (AGM)