



Friends of Froxfield School AGM Meeting Minutes 28th March 2017 9am Froxfield Village Hall

Present

Emily Vickery (outgoing chair) Charlotte Bevis (outgoing treasurer), Amanda Ammar, Rebecca Labram (secretary), Sally Ismay, Heather Farrell, Tanya Darlow, Natalie Grace, Jo Brown

Apologies

Victoria Primrose, Debbie Cooke

Chair opening remarks:

Thanks to all for attending and for a great effort this year so far which means we are doing quite well.

Treasurer's report

£3270 for the year to date which can be broken down into:

Fofstival	£300
FC&B	£500
Stay and Play and Tuck shop	£110
Cake sale	£175
Xmas	£1600
Waitrose	£230
Quiz and curry	£370

Outgoings are £1250 to date including events rentals for village hall, panto ice creams Village hall rentals are £10 per hour, £2 less per hour for charities.

Village Fete

The village summer fete happens every second year. In previous years FoFs have helped with the fete and merged the two but on reflection it was felt that it would be better to keep the two events separate. In years when there is no village fete we will make Fofstival a bigger event, more like a summer fair.



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FOFstival

Friday 21st July, last Friday of summer term, after school until late. Agreed last Friday was better idea than last day of term as some will be leaving for holidays over the weekend.

Emma and Natalie will speak to Rainbows (Village Hall nursery) to see if they would like to be involved.

We will need lots of help with set up, tear down and to manage the event. Please speak to Emma Grocott or Natalie Grace if you can help on the day. It was suggested that each person present at the meeting find one other person to help on the day as there are lots of parents who would love to help for one-off events but cannot commit to a bigger role. It was agreed it was also a great way to get new parents involved.

Emma has secured funding for the FoFstival this year which means that all monies raised go straight to FoFs.

Charitable status

A concern was raised at the last meeting that our charitable status may need review. Emily has checked into this and found we have been taken off the 'official' register, which is standard practice for charitable organisations turning over less than £5K per annum. We maintain our charitable status however and as soon as we reach £5K turnover we can ring them up and be added to the 'official' list again.

Eco Lodge

Tanya is the Governor and main fundraiser for this and is investigating grants. The planning submission is in and we will hear by the 24th of April whether it has been approved. The Eco Lodge will be a fantastic benefit to Froxfield pupils as a learning space.

We need to raise £10K, £3K by the end of July and so we need all parents to get behind this worthwhile initiative.

Emily is putting a bid into Tesco for funding to a maximum of £4K. We may be clubbed in with another charitable initiative in other parts of Hampshire so it is important that we notify everyone to vote for us. Emily will keep us posted.



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Tanya is using evenings to write bids and is currently working through a list of 'warm targets' including a local trust and lottery awards. Tanya is working closely with Kate Lewis (Elodie's mum) who is fundraising for the Garden Library which will reside within the EcoLodge.

We agreed that it is important to communicate with parents at each step through the newsletter so everyone can see how much we have raised so far; how we are doing it, how parents can help and what the next steps are. It would be useful to include a photo of the Eco Lodge to help parents see what the finished product will look like. Mollie's talk was inspirational and helped the children feel involved. Important to keep them involved and share in the vision.

Ideas suggested to raise money for the Eco Lodge are:

New ideas:

- Beauty/pamper evening;
- 5 a side matches after school;
- Golf day - aimed at dads for Fathers Day;
- Table top/jumble sale and ask parents to donate any unwanted items;
- Barn Dance - with hog roast, in autumn and early in the evening so children can take part. Mollie has offered to help organise it and the idea already has Mrs Farrow's support and that of the school children!
- Ask children and parents to raise money through other sponsored activities in the newsletter at regular intervals;
- Ask parents if they would consider contributing a one-off or regular amount each month towards fundraising.

Plus existing events this spring which we can earmark for the Eco Lodge:

- Stay and Play;
- Smartie tubes (children fill with 20p with a prize for the top fundraiser!);
- Jumble sale at FOFstival (with second hand uniform);
- Sponsored walk and BBQ.

We agreed that events need to stay family focused and affordable to all, with the exception of one large event per year where the ticket price could be higher to gain a more substantial yield for a specific project. It was felt that there were enough events in planning for spring and summer term this year so any new events would be planned for the autumn term.



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Stay and Play

The Stay and Play is a successful format which we will continue through spring/summer term. Next Stay and Play 12th May.

Tuck shop

Tuck shop will continue the last Friday before half term breaks with the next one on the 26th May.

Film night

Film nights will go ahead with the first one in May. Cost will be £2 per child which covers snacks and refreshments.

Froxfield School used to have a licence to show films but no longer has one. It cost £70 per annum but expired 3 years ago. It was agreed that provided we did not charge for the film and only charged for popcorn/biscuits and a drink then we could proceed without one for the first film night and review it afterwards depending on how successful the event is. In the future, we agreed that film nights would be a great cold weather activity and we could provide seasonal films.

We agreed we would split the children into age groups with the option for children to join the other group if they preferred the film. We discussed the possibility of children being allowed to bring a teddy but decided to leave that to the next film night.

Parents will be required to pick up their children promptly after the film; time to be communicated closer to the date.

Action: Jo to arrange volunteers for the evening.

Sponsored walk

The sponsored walk is going ahead on the 13th May weather permitting - if weather is inclement then it will be postponed to 20th May. Dates avoid the local 'Ride and Stride'.

We agreed to stick to one route as it is easier to manage. No dogs allowed as before.



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Ice creams

For the second half of summer term it was agreed we could sell ice creams after school instead of the tuck shop. Jo can lend us a small chest freezer for the purpose. We discussed whether to have cones or pre-packaged ice cream sandwiches; the latter would be easier to store and sell. We will decide closer to the date.

Golf Day

We discussed a golf day aimed at Dads specifically the weekend of Father's Day but on the Sunday afternoon. Howard and Chris to be approached to manage the day if possible.

Action: Emily to speak to Howard and Chris.

Summer concert

June 25th has been booked for the summer concert at the church. Admission will be £5 per adult. Miss Whitehead is leading the school choir and every child will be involved with each class performing a song. There will be recorders and other instruments. The concert will last approximately one hour maximum, with just one set, followed by tea and cake. Amanda Ammar is the lead for this event.

Candlelight classical guitar recital

Amanda confirmed that the date for this will be the 8th of July in Froxfield Church. Start time and ticket price tba.

FoFs folder

All FoFs information will now be kept in the school office in a folder with an attached memory stick. A financial report will be added to the FoFs file by the end of the academic year should anyone wish to check our financial status. An inventory of items stored at various houses will be created and made available. Anyone who needs access to the folder will be able to sign it out using the sign out sheet available in the office.

Action: anyone holding items at their house should email Emily Vickery to let her know what it is and in what quantity.



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Cake stalls

Dates for next cake sales are 1st July 2017 and 14th October 2017.

Changes to FOFs team:

- Emily Vickery is stepping down as Chair. Natalie Grace has kindly agreed to take over the role effective immediately for an initial period of 12 months.
- Charlotte Bevis is stepping down as Treasurer. Heather Farrell will take over the role from the end of this academic year.
- Sally Ismay will join the Stay and Play committee.
- Rebecca Labram will continue as Secretary.

Thanks Natalie, Heather and Sally for stepping up and to all on the FOFs team!

Thanks to Emily, Charlotte and Natasha for all your hard work over the last few years.

Communications with parents and local community

All agreed that reminders, requests for cakes, extra help for events and any other requests are best sent out by text with regular reminders and updates in the weekly newsletter. Also through the class reps directly to class parents. Longer lead times for events would be useful as would regular reminders.

Events and notifications can also be published in the Froxfield village timetable in the parish newsletter or as a feature article.

Important to maintain the message that FOFs is about raising money to enhance our children's experience at our school and only by working together can we achieve our goals. Every parent is a member of FOFs and we need to make sure everyone feels welcome and able to help in whatever way they can.

FOFs logo

Jon (Ben L's dad) is completing four sample logos to choose from for the next meeting.



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Next FOFs meeting:

Tuesday, 23rd April 2017

AOB:

We need more help at events and it was suggested that responsibility is shared through class representatives to hold smaller scale, class events to get to know new parents, also a reminder that each FOFs committee member needs to find someone new to come and help at each event!

It was suggested that a leaving do for year 6 and a welcome to the Wrens could be incorporated into the FoFstival and that FoFs could give each year 6 an autograph book as a leaving gift. To discuss at next meeting.

More new parent events would be great and it was suggested that we plan another evening at the Black Sheep soon.

Event dates for your diary! Start times not shown are tba.

Friday, 5 th May 2017	Film night
Friday, 12 th May 2017	Tuck shop
Saturday, 13 th May 2017 (20 th if inclement weather on 13th)	Sponsored walk
Sunday, 25 th June 2017	Summer classical concert, 3pm start
Friday, 30 th June 2017	Cake wrapping, Emily's house
Saturday, 1 st July 2017	Rams Walk cake sale
Saturday, 8 th July 2017	Classical guitar concert (evening)
Saturday, 21 st July 2017	FoFstival from 3:15pm 'til late
Saturday, 9 th December 2017	Christmas Fayre 1pm - 4pm

We need you!

If you can spare an hour to help at any of the spring/summer events, please speak to any of the active FOFs members listed on the top of these minutes or leave your name and mobile number at the school office.