

## Minutes

### Friends of Longstone School

#### Meeting 15<sup>th</sup> June 2017

**Present** – Jenna Jackson, Kerry Darlow, Emily Swindell, Milly Holdsworth, Gemma Harvey, Jo Mizon.

**Apologies** –Georgie Swift, Julie Cox, Jane Stirland, Mark Taylor.

#### **Action Points –**

**Milly – Buy watermelons for Summer Sizzle**

**Milly – Ask Emma R if she is willing to bake for Sports Day**

**Milly – Look into prices for burger, sausages, pizza, bread, cheese slices, chopped onions and sauces for Summer Sizzle**

**Milly – To speak to Libby K-S about what was involved in previous popular events.**

**Kerry – Purchase items novelty items, disposable cups, large napkins and tuck for Summer Sizzle.**

**Kerry – Purchase prosecco, wine, beer and cider for the SS bar.**

Jenna Jackson opened the meeting and the previous minutes from 26<sup>th</sup> April 2017 were amended to include the Leavers Books discussion and signed off.

#### **Agenda points –**

##### **1. Treasurer's Update**

Kerry gave a copy of the accounts to date to Jenna for her to review in the lead up to the AGM.

As of 22<sup>nd</sup> May we have £6,432.12 in both FOLS' accounts. This doesn't include the Thompson Reuters money or the current Gift Aid due which will be claimed in the next financial year.

Kerry has spoken to Claire Colver regarding the Fund Matching money from Thompson Reuters and there has been a delay but this will be completed shortly.

##### **2. Summer Sizzle details discussed –**

Jenna has put up sign-up sheets in the school sports hall for help and there have been some names added but not enough to cover everything. Gemma will do an announcement at Friday's Family Assembly to ask parents to sign up and remind them of what is on offer.

The attendees discussed the fact that more help was needed at FOLS events in order for them to run smoothly and for everyone, even the FOLS committee members and regular helpers, to get a chance to enjoy the event with their own children.

The attendees agreed that it would be a good idea to set up a FOLS whatsapp group for interested parents as a more direct way of getting things organised.

We have a number of dads who are willing to do a session on the BBQ's but need at least 3 more to allow each of them one hour on and one hour off. Jono Beatson, Mark Fisher and Al Darlow will be providing BBQs for the evening.

Milly will report to the committee on Friday 16<sup>th</sup> June with prices for sausages, burgers, bread, pizzas, cheese slices, chopped onions and sauces. Kerry said that Critchlow's would be a good option for the meat also and so the committee will compare prices and go with the cheapest option.

The photo booth is arranged with Frame-it Photo Booths who are charging FOLS just £50. As this is substantially less than had been previously quoted the attendees voted and agreed that FOLS wouldn't charge for children to have their photographs taken. Frame-it will offer users the opportunity to have their photos put into a keep sake such as a keyring which will be chargeable and Frame-it will keep the takings from this.

Jenna has organised the bouncy castle hire of a 16x16ft bouncy castle that is suitable for both inside and outside. The attendees voted and agreed that charging children £2 for unlimited use was reasonable. The children will need to take turns and have set time limits in busy periods. Also if a number of younger children want to use it they will go on with children of a similar age for safety. The bouncy castle will need a long extension cable which the provider has confirmed to Jenna he will bring.

Rachel Clarke who will be running the bar has also said that she is happy to provide her gazebo and will set it up before the event. She is aware that it may need to go on hard standing and so be weighted down sufficiently.

The actual layout of the event will be decided upon the week preceding it, taking the weather into account.

Depending on the actual cost of the food items, the initial thoughts for charges are as follows;

£5 for a whole pizza or £1.00 per slice. The pizzas will be cut into 6 slices.

The burgers and hotdogs will be charged at £2.00 each.

Kerry and Emily will go shopping for novelty items, tuck, disposable cups and large napkins. Kerry's husband Al has given FOLS around 60 paper plates that were left over from a football event.

The attendees discussed the possibility of offering something other than sweets at the Tuck & Treats stall which provides a healthy option for children, and agreed that watermelon would also prove popular. Milly said that she would purchase 2 large watermelons for the event. They will be sold in slices, prices to be confirmed.

Jo Mizon said that she would be happy to do face painting and glitter tattoos and will ask Nikki Tilson if she might also like to do it at the event. The face painting and glitter tattoos would be charged at £1.

Emily asked if Jenna could provide Pre-School with a Summer Sizzle poster. Jenna said that she would be happy to and Milly will email a copy to her.

Raffle tickets have arrived and will be pre sold at the Gala concert, Family Assemblies and Sports Day.

Raffle ticket sellers will be;

Gala Concert – Milly and Jenna

Family Assembly – Jenna and Kerry

Sports Day – Emily and Milly

Jane has confirmed that she is able to come to the Summer Sizzle and organise the Nearly New stall but would like help running the stall so that she also gets time to enjoy the event.

### **3. Outdoor Equipment update**

As agreed at our previous meeting, Emily and Jenna have had a further working party meeting regarding the outdoor equipment and have arranged for Produlic, a company who specialise in school approved outdoor playground equipment, to come to site and discuss what options we have.

Although unable to attend the meeting, Jane had sent with Jenna some proposed second hand equipment ideas that could be purchased from EBAY instead of the new outdoor equipment that had been discussed at previous meetings. The attendees looked at and discussed the pictures and notes that Jane had provided but voted unanimously that this wouldn't be a suitable alternative as it was indoor equipment and so wouldn't be used by the children during outdoor break times. The point was also raised by Gemma that there would be insurance issues over the children using second hand equipment. New installations come with a guarantee which gives an added level of security over the safety of the children.

Kerry said that Claire Colver has said that she would be very happy for the Thompson Reuters Fund Matching money to be used towards the new outdoor play equipment.

### **4. Summer Fete details to be finalised**

The event will be on Saturday 15<sup>th</sup> July and will run from 2-4pm and FOLS helpers will need to arrive at 11am and 12noon to set up their stalls and activities.

This year FOLS will be holding 3 stalls at the Village Fete, these will be;

Kids smoothies, kids cupcakes and strawberries and cream sales.

Topple a Teacher as last year with children getting a lucky dip prize.

Spiderman wet sponge throwing.

Jenna will attend a village fete meeting in school with Gemma and another member of the village organising committee.

### **5. Decide on upcoming events for the Autumn Term**

Jenna has been in touch with both the Derby Bats group and also a national Bat society. The Derby Bats group are still to come back to Jenna with final details of what they are able to offer us but have provided us with lots of activity sheets in the meantime and were very helpful.

It was discussed that it might be possible to hold our own Bat Walk evening as Jenna and Kerry both have ecologist contacts and between us we do have some sonar equipment. This will be visited again at the next meeting but Jenna will continue to be in contact with Derby Bats group to see what can be organised.

As discussed at our previous meeting, the attendees thought that a Beetle Drive for KS1 families would be a nice way to introduce new parents to a FOLS event. The Beetle Drive was scheduled to be held on Wednesday 18<sup>th</sup> October from 3.45pm to 5pm in Class 5. FOLS will offer tea, coffee, squash and biscuits which will be served from the kitchen.

Also discussed at our previous meeting was the possibility of holding a family camp out event. As this would take a lot of organising the attendees agreed to come back to this event once the Christmas Bazaar had taken place.

Mrs Dilks has given Jenna details of a charity fashion show. The idea is to hold a fashion show of current season trend clothes which can then be bought at a considerable discount. The company would manage and

staff the evening but FOLS would sell tickets to the event. Attendees discussed this idea and liked it. The idea of the fashion show taking place alongside some mini beauty treatments being offered by local beauty therapists in the privacy of classrooms was well received by the group also. This will be raised again at our next meeting with a view to setting a date and arrangements.

At the last FOLS meeting Jane had suggested a 'Clear your Bedroom' Table Top Sale which had been regarded with enthusiasm. Following this, Jane has sent Jenna with information regarding the costs of hiring venues in Bakewell. Prices are as follows:

Medway Centre - £49.50 for half day – 21 tables 6ft x 3ft

Bakewell Town Hall - £45 for half day – 22 tables 6ft x 5ft

Methodist Hall - £36 for half day – 12 tables

Jane suggested charging sellers £10 per table and also doing a cake sale and possibly selling raffle tickets for Christmas Hampers if taking place in November.

Kerry has asked Jo Taylor about Pre-School joining FOLS in the idea of the 'Clear your Bedroom' Table Top Sale as discussed at our previous meeting. Jo has said that it is unlikely that Pre-School will hold their annual Nearly New sale in November this year however this hadn't yet been discussed and decided upon by the pre-school committee.

The idea of a back yard/garage table top sale held around the village was also discussed. This is something that has proved popular with other PTAs apparently. Any participants would pay £10 to FOLS who would advertise the event. Buyers would then be given a map of all the sellers in the village. Sellers would keep any sales money that they made. Ideas included the possibility of giving the children a treasure hunt to follow the same route and find clues at each seller's location in order to claim a prize at the end.

A further suggestion was running the 'Clear your Bedroom' Table Top Sale in the school hall with sellers selling their own items and hiring the table for £10, payable to FOLS. The attendees voted and agreed that this was the best option all round. Following their meeting this evening, if Pre-School confirm that they won't be holding a Nearly New sale this year a date will be set for the 'Clear your Bedroom' Table Top Sale to take place within the sports hall on Saturday 4<sup>th</sup> November 10am -12noon. FOLS will also sell tea, coffee and cake.

## **6. Greenhouse/Gardening Club**

Since our last meeting the greenhouse has been ordered, delivered and erected. The children have been using it with teachers although the Gardening Club run by Mrs Unwin hasn't yet got underway. Gemma will speak to Mrs Unwin about when this is planned to start. School will pay Mrs Unwin and let FOLS know the hours that she has worked. FOLS will then reimburse school for this money. The club will run for ½ an hour once a week.

The attendees also discussed the idea of holding a mass bulb planting session either out of school hours or Gemma suggested that it could be held during the last hour of school time. The attendees like this idea.

Parents would be asked to make donations of bulbs to the project.

The possible date for this would be week commencing 25<sup>th</sup> September but Gemma will send details out in the Autumn term.

## **7. Any other fundraising ideas –**

This was covered above under the Autumn term upcoming events section.

## 8. Any other business.

Milly raised the point that both she and Kerry are due to step down from their positions in November, having held their positions of secretary and treasurer of the FOLS committee for 3 years. She suggested that the school community be informed of this now and so give others an opportunity to step forward for the positions. The attendees discussed the best way of informing parents but didn't come to any conclusion on the matter.

Jo Mizon has come along to the meeting to put forward a request for funding for a refurbishment of the library area. Jo is the English Co-ordinator within the school and has already put in place some very effective and well received schemes.

Jo has been in contact with a company that specialises in redesigning and updating areas within schools. The aim is to make the library area a functional and inviting space that the children want to spend their time in. It will also need to be flexible enough to be used for some teaching, before and after school club and events such as the bazaar. Jo brought some plans and examples of the furniture that could be fitted as well as some pricing examples.

The attendees liked the designs as it was colourful, functional, modular and movable. Points were raised about fitting in all of the equipment that currently occupies the space such as the computer cabinet and the before and after school club games table. The designer assures Jo that there would be space for the computer cabinet and Gemma said that she would speak to Mrs Tilson regarding storage of the bulkier items for before and after school club.

The group also discussed the idea of using the design company for the main pieces of furniture but that cheaper alternatives could be found for items such as the rugs.

The figures presented totalled £3,000 but this is flexible depending on the units chosen. The committee voted and agreed that they would like to fund this project although they said that they would be in a better position to make a final decision once the Christmas Bazaar was completed. It would also largely depend on whether we receive lottery funding for the outdoor play equipment.

Paul of The Crispin also came in to ask if FOLS or the school would like to put themselves forward to receive the donations raised from The Crispin 10<sup>th</sup> anniversary annual Charity Walk. The group gave Paul a copy of the plans for the school library refurbishment and said that a donation towards it would be much appreciated. Paul and Mike will make a decision on who they will donate the money to in the coming weeks.

Gemma provided a price for the Leavers Books purchase of £74.90. The attendees voted to agree this purchase being made and given to the Yr6s on Friday 14<sup>th</sup> July to give them time to pass them around and for teachers to write in them also. A couple of members of the FOLS committee will present the books in the final celebration assembly of the year.

Kerry confirmed that she has spoken to Sally of Sally B's and that they are happy to sell ice creams at the end of year family picnic. Gemma gave Kerry an idea of numbers that usually attend.

The local Well Dressing committee has decided that the theme for this year's design is to be 'Bringing communities together'. Last year the children were asked to contribute their designs and Georgie Swift collaborated with the school and the committee to get these designs put onto the well dressing. She has said that she would be happy to do the same again this year although Gemma has come to FOLS for inspiration as to what the designs could be based around. She has also approached the teachers and between us all we hope to come up with some ideas and suggestions over the next week.

**The date for the next FOLS meeting is Thursday 21<sup>st</sup> September 2017 7pm at The White Lion.**

The date for the AGM was also set at Thursday 16<sup>th</sup> November 2017 7pm at The Crispin.