**FOSS**

**Meeting 16th March 2017**

**Minutes**

**In attendance:**

Barry Hilton (Chair) (BH)

Amanda Solway (Treasurer) (AS)

Jane Tomlinson (Secretary) (JT)

Tasha Boyns

Matthew Walker

Olga Hilton

Chad Wilson

Mark Easter

Nicki Oxenham

Debbie Light

Lisa Hastings

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|  |  | Action |
| 1 | **Apologies:** Lizzy Wedgwood |  |
| 2 | **Minutes of previous meeting :**  Agreed in advance of meeting and published on school website |  |
| 3 | **Actions from previous meeting:**   * All completed |  |
| 4 | **Finance Update**   * **Balance report** – £2421.94 in the bank plus £889.80 in cash. No outstanding invoices at this time. * £7500 grant received for outdoor play equipment * Barry expressed his thanks to everyone for all of their hard work |  |
| 5 | **Committee and Constitution**   * TB to email FOSS members “plain English constitution” to see if appropriate to amend and introduce for FOSS at the next AGM. | TB |
| 6 | **Previous Events**  **Disco**   * The Chair gave thanks to all of those involved in the Disco. It was a great turnout and enjoyed by all.   Actions for next disco:  More staff required in the hall  Different rooms to be looked at for refreshments  3 x Hot water flasks to be ordered by Mr Wilson  It was agreed by all that a ‘Thank you’ should be put in the school newsletter to Ryan Penhallurick for voluntarily being the DJ and providing equipment.  The disco raised £194.17 | CW  CW/NO |
| 7 | **Upcoming Event**  29/03/2017 (Wednesday) – Class 4 Play, 6.00pm FOSS to do refreshments  Volunteers required for evening – names to JT  TB to organise a cake  Note to be put up in staff room asking for cakes to be supplied  30/06/2017 Summer Fayre 3.15pm – 5.15pm - To be discussed in full at next meeting.  Prizes to be collected  Tickets to be organised  Letters for companies to be produced | JET  TB  NO  All to note |
| 8 | **Treat Friday**    Mr Wilson has sought guidance regarding Treat Friday from the Schools Healthy Eating Status and from Aspire. The School, along with Aspire’s support, has decided that Treat Friday will no longer continue. The last date to sell will be Friday 24th March. The school are to notify parents of this decision in the school newsletter.  The school will now run half-termly fundraising events per class to keep funds consistent.  Mr Wilson expressed his thanks to all of the committee for their hard work. | CW/NO |
| 9 | **Readability Testing**  Matt works for a company that provides regulatory consultancy to pharmaceutical companies. They offer readability testing of patient information leaflets.  They require 10 volunteers as follows:   * 8 parents of children aged 3 months to 4 years (4 males and 4 females) * 2 carers of children aged 3 months to 4 years   Carers can be considered as grandparents, other family members other than parents responsible for caring for a child, childminders, etc.  Interviews last approximately 10 minutes to see if they can find the key information in the leaflet. For every volunteer, the company donates £20.  It was agreed this would be held on Thursday 23rd March, 3.30pm-5.00pm at the school.  Jane to try to organise volunteers.  Mr Wilson to advertise in the School Newsletter on Friday  Nicki Oxenham to put on school Facebook page if not enough volunteers recruited | JET  CW  NO |
| 9 | **AOB**   * Community Fund Money(Play Equipment) – Barry explained that all Invoices and money spent needs to be in by 31st July 2017 * Spring Sale to be looked into – feedback required to see whether parents would be interested in a Nearly New sale to be held at the school * Bingo Evening was suggested for fund raising * Easter Egg hunt to be put forward for next year * Nicki Oxenham to add future FOSS Meetings to date section on Newsletter and to advertise on Facebook * Year 6 trip to Flambards – FOSS to pay * Leaving Presents to be organised – Calculators/Pens/Hoodies/Bags – decision to be made at future meeting. * Tea Towels to be organised in September to be sold for Christmas * Sound system request from Mrs Stanhope has been given to Barry to take. forward | CW/BH  NO  BH |
| 9 | **Date and time of next meeting**  Wednesday 26/04/2017 at 6pm. | All to note |
| 10 | **Close** |  |