

MEETING MINUTES

FRIENDS OF CHITTLEHAMPTON SCHOOL

3.30PM, 18 JUNE 2019

LOCATION: IN SCHOOL

Present: Wendy Evans, Vicky Williams, Amie Seviour, Amanda Rowe, Leonie Millichope, Jackie Lethaby.

Apologies: Becca Brewer

Treasurer's update

1. Forthcoming expenditure/update on balance and latest fundraising totals.
 - a. Amanda reported the balance to be £1,843. The only known forthcoming expenditure is the coach and entry to Exmoor Zoo for Taw class, totalling approximately £155.

Matters arising:

1. Forthcoming expenditure. Teachers and committee members gave feedback on expenditure priorities as follows:
 - a. Digital camera (higher quality and so that there are two in school): £200
 - b. New outside notice board (current one leaks): £220
 - c. Taw: games and activities for early learners: fishing game (£16.99), wooden people of the world (£35.99), magnetic learning calendar (£14.99), plastic guttering (£29.95), active world tray (£15.99), Childrens' First Aid Kit (£10.19).
 - d. Children's Italian dictionary x2
 - e. Support with Eco Warriors Gold Award. Likely to be working towards this next Autumn/Spring. School must fund an assessor to visit school. Eco Warrior stamp will go on school letterhead – a good promo tool for the school. Likely cost is £200. We agreed that the children should organise a fundraiser and FOCS will then make up the difference. Ideas included: sale of parent-donated games and activities (with some potentially being kept for use in school), cake decorating competition and sale, eco art exhibition and sale.
 - f. Wet break activities and games: agreed we might be able to organise parents bringing in some extra games to help support this (e.g. for a sale and teachers pick any they would like first).
 - g. Garden: see item below. May need some low cost plants for the planters/garden.

- h. Sports Day medals and ribbons: cost £
 - i. Leaver's sweatshirts: these will cost around £18 from Maritime Motifs. LM agreed to organise and let other Y6 parents know about availability. It will be optional to buy. Agreed FOCS would make a small contribution per top to support – £5 per sweatshirt seems sensible and manageable for a larger year group in future years.
2. Report-back on meeting with Governors (Vicky) and discussion of school promotional activities:
- a. Very positive meeting with Jayne and Mr Mellor discussing how best to promote the school. Agreed to:
 - i. Meet again this term
 - ii. Put up posters around village
 - iii. Think of other ways to get create a more positive vibe about the school within the community and more widely
 - iv. Make Facebook page and web site easier to find.
 - v. School Open Days – possibly organise on a termly basis, organise activities for toddlers to come and engage in.
 - vi. Hand out leaflets at South Molton Market.
 - vii. Involve the children as a walking entry at the South Molton carnival – with parents and children handing out leaflets to spectators.
 - viii. WE mentioned that the SIAMS review went well and hopes there will be quotes that can be used for school marketing purposes.
 - ix. Join in at village fete: organise a stall and some games and ask children to support on 10 August. (Vicky to lead).
3. Sports Day (morning of Thursday, 11th July): prizes for participants/refreshments:
- a. LM to ask Becca re refreshments;
 - b. Ice poles to source
 - c. Medals: school purchasing gold medals with blue ribbons. FOCS will reimburse school.
4. Leavers' event:
- a. Agreed to hold on Friday 19th at 12.30:
 - b. 12.15-1.30: food outside (in school garden?) – children will have their fish and chips in a bag; WE to ask if parents can also be offered for fee. Alternatively, parents can bring a picnic.
 - c. 1.30-2.15: games (at cricket field or at school).
 - d. Then all go straight on to church service.
5. Garden maintenance.
- a. Amanda suggested re-paint planters with leftover paint.

- b. LM will help organise some plants for these for September.
- c. Next term: consider creating sensory garden in playground area and getting the children involved. Amy mentioned she could source tyres if these are required as planters.

6. Possible autumn/winter fundraiser – ideas?

- a. Bake off/cake decorating – potentially to raise money for the Eco Warriors Award

Any other business

- 1. None

Date of next meeting

- 2. Autumn term - tbc