



Friends of St Pauls Schools, York, registered charity number 1111254 (**FOSP**)

Routine Meeting at the Fox pub, Holgate, 7pm on 13th October 2022

Trustees Present	Members in attendance:	Teachers	Apologies
Kate Godfrey (Co Chair)	Ashley Dean	Christie Waite	Jo Mensah (co-chair)
Charlotte Catton (vice Chair)	Fiona Neale	Charlie Hughes	
Rachel Drutman (Treasurer)			
Tom Mitchell (Secretary)			

Meeting chaired by: Kate Godfrey (Co Chair)

The chairs reported that proper notice of the meeting had been given and that a quorum was present. The chairs declared the meeting open.

Declarations of Interest

None.

1. Review of finances

RD confirmed FOSP currently have approximately £6200 in the bank plus £500 float and £924 made from sausage sizzle.

2. Funding requests.

CW/CH confirmed the school funding requests for 2022/23 will be:

- £500 per curriculum week x 3 (£1500)
- Big Talk week (£500)
- School trip coach for each year £300 x 4 (£1200)
- Christmas treats - cinema and magician (£500)
- Book tokens (£210)
- Yr6 residential coach (£550)
- Year 6 Selby Abbey coach (£350)
- Leavers hoodies (£450)
- SATS breakfast (£170)
- Year 4 residential coach (350)
- Young Voices coach (**tbc**)
- **TOTAL £5,780**

The FOSP committee agreed to funding the 2022/23 requests put forward so far.

3. Distinct funding request – Yr 1 shelter

School are currently considering options for waterproof cover/shade for the Year 1 outdoor area. This would allow this area to be used for educational purposes all year round. School will research options and costs and discuss with FOSP potential for fund raising for shelter.

4. Distinct funding request – Library café

CH requested FOSP support to run a library café in order to promote use of the library facilities. Likely to run it three times this year – January, World Book Day and once in the summer term. Agreed Friday after school might work better for more parents. FOSP Members agreed to support with tea/coffee/biscuits.

5. Christmas Fair

CW agreed Christmas fair can be held in school with following requests

- Toilets will need to be manned and cleaned after the fair
- Upstairs will be out of bound – will need manned.
- Entrance through the playground will need to be manned, option to light up a 'pathway' to the door.
- First aid box – to be stationed near the kitchen in the hall.
- Access to library can be given all day
- Access to hall can be given from 1.15pm
- Access to the kitchen can be given from 2pm
- Classrooms can be accessed after 3pm
- RD confirmed license had been applied for already

Agreed stalls:

- Reception: craft stalls – salt dough, reindeer food
- Hall – food, bar, raffle/blitzen boxes
- Class 1 – lucky bags,
- Class 2 – tombola
- Library - grotto

Raffle: FN confirmed already had several raffle donations including LNER tickets, Betties, Nestle, Hole in One, Escape Room, Deans Garden Centre, Boyes.

ACTIONS:

1. FN to order raffle tickets – these should go to parents w/c 14th Nov.
2. RD check how many lucky bags there are from last year.
3. Parent donation requests – Lucky Bags, tombola Prizes, Blitzen box gifts – to be brought in w/c 28th Nov
4. KG ask Gayle Massey about potential Santa and availability to help set up grotto.
5. FOSP to request for parent raffle prizes – send out on facebook/newsletter/whatsapp
6. FOSP to set up volunteer sign up page.

6. Laps to Lapland

Idea to promote healthy living/raise sponsorship – students to commit to collectively traveling the distance from school to Lapland in the month before the xmas fair. JM to update FOSP with details of idea/logistics. Will be important to keep it easy to manage for students and teachers.

7. Christmas cards

RD confirmed there had been lots returned. RD to sort out the orders. KG will support admin.

8. Christmas play

KG confirmed CW had agreed to FOSP selling tea/coffee/mince pies at the Christmas play. Agreed easier to buy mince pies.

9. World cup (Nov)

Meeting agreed already a lot on before Christmas – no events to be organised for world cup.

10. Feedback and Matters arising from previous meeting

Biographies completed and general introduction to FOSP send to school office. KG to follow up.

KG feedback from meeting with CW – items already covered above still to be checked.

KG to contact church re use of facilities. Investigate whether now being hired out and any restrictions on use. Possible contacts to discuss with Jan Grey, Rev Paul – action open

Clear out shed, Dave G has volunteered to fix shelves – action open

11. Other ideas

Parents events – all agreed social aimed at parents might increase interest/support for FOSP. Look into wine/cheese/quiz night at the volunteers.

KG confirmed CW had agreed in principle to enterprise event and giftshop for carers – details to be discussed at future meetings.

12. Committee Members

CC confirmed she will be stepping down after this meeting as vice chair.

13. Next meeting – 4th or 10th November -

RD to confirm which dates have been advertised in the staff room.

14. AOB

CC agreed to arrange kitty and buy mat leave present for CW from FOSP committee members

Resolutions:

The charity trustees resolved that:

1. The funding requests made by the school were approved;
2. Expenditure for the Christmas Fair is approved.

Close

There was no further business and the chairs declared the meeting closed.