



Friends of St. Paul's Meeting

Thursday 16th January 2020

Present – Becca dK, Jon B, Tom N, Helen B, Jo L, Christie W (school), Sarah H (school), Lydia D

1. Apologies

Emma K, Eytan Z, Lisa R, Charlotte C, Katy L.

2. Minutes of the previous meeting

These were agreed.

3. Christmas Fair - lessons learned

The Fair was financially successful, taking £2.9k overall with £2.1k profit. Jo and Ian will do a rolling analysis to help understand the different levels of expenditure/takings/profit from each fair.

Positive feedback on Father Christmas and the grotto, in particular the ticketed pre-booked time slots and the quiet Santa. Good feedback on the Christmas card making and salt dough decorating too.

There was one comment about improving on the set-up of the fair with a more detailed task list for people to pick up and get involved with. Others felt that the fact there was less to do on the day itself was a positive thing.

There was an issue with the capacity in the Church. At one stage a number of people had to be held at the door to ensure that FOSP did not breach the fire restrictions as presented by the church. It was acknowledged in the meeting that this issue should be addressed ahead of next year's fair and from the school's point of view, ahead of other major events such as the Easter services.

ACTION: Jon and Christie to discuss meeting with the Church governing body to address questions relating to fire capacity and talk about the use of the church more generally. Possibly to include a member of the school governing body in these conversations.

ACTION: Jo/Ian to send out stall by stall PDFs showing their costs/profit

4. Funding and Finance

Since the Sausage Sizzle in September 2019, we have made £4.1k, with funding to school so far at £878. There is a healthy balance in the FOSP account.

Money for coach to Young Voices: this was raised through a dedicated coffee morning at school.

Can You Read Me a Story workshop (class Reception): request for £50 towards a total of £250 agreed.

Reading homework book prizes: prizes to be given out each term for consistent reading at home, to encourage families to engage with the reading homework. Request for a FOSP contribution up to £150 agreed. Also agreed that FOSP would include book plates in each prize.

Olympics Curriculum Week: £500 as previously agreed - the due date for school to receive this money is 1st July. Discussed and agreed that while underspend of these funds is very rare, Christie W will discuss in school the possibility of re-donating any unspent funds.

Magic Mike: cost of £150

Tea Towels: took around £1k making a definite profit, although final figure not available as the company hasn't sent through a formal invoice yet. Discussed other options for repeating this or a similar product in school (perhaps bags or cups) every other year. Agreed that Christmas cards hadn't always been profitable. Charlotte C to follow up with tea towel company for formal invoice.

Easyfundraising/Amazon Smile: Jo has spoken in more detail to a rep from Easy Fundraising about how to promote the scheme more widely within the school and local community. Eligible products from a huge variety of online retailers can raise money for FOSP, including things like booking business travel, holidays, changing broadband supplier as well as standard online shopping. Currently don't have many members registered to the scheme, possibly because it can be quite tricky to set up. Agreed we would potentially have somewhere set up to help people with this at parents evening (4th March (1.15pm-5.30pm) and 5th March (3.30pm-7pm)). Also agreed that we could host an area for children and siblings to play while parents talk to teachers in the hall. Jon B and Lydia D to discuss this outside the meeting.

DA&C Engineering: This company, run by the grandfather of a pupil, donated £250 to FOSP over Christmas. A thank you card has been sent, and it was further agreed that there would be mention in the FOSP newsletter.

The meeting discussed more widely how FOSP can help contribute to school trips. The cost to parents of school trips has been static for a long time, and it would help to increase this. We discussed ways in which it might be possible to allow those who are able and want to contribute more to 'pay it forward' for school trips, adding to funds for those who can't pay. This isn't currently possible through ParentPay but is it something that can be more formally structured through school? Important to strike a balance between those who aren't able to pay and those who are willing to pay more to ensure that all children have a valuable experience.

ACTION: Jon to include a question about parent contribution in feedback questionnaire he is developing

5. New treasurers

Jo and Ian are planning to formally step down at the AGM in June, and it would be really good to have new treasurer(s) in place before then so they can start to learn the ropes and shadow the Summer Fair which will be the last event Jo and Ian will cover. Agreed that the roles would be advertised on Facebook and Twitter and through word of mouth. Jo will do a summary of the role that can be emailed out from school too.

ACTION: Jon and Jo/Ian to discuss and action a process for finding a new treasurer and supporting the transition.

6. Projects and events and DATES

a: Scarecrow Trail - 14th and 15th March

Becca updated the meeting on the scarecrow trail. The theme is children's stories and the plan is to have a trail (costing £2) of themed scarecrows around the community, with a question to answer about each one. The trail will begin at church, where there will also be a cake sale with the takings from this kindly being contributed to FOSP. There'll also be a pop-up cafe in West Bank Park. The weekend ties in the Mission Week at church and School Goes to Church week as well, so it has been enthusiastically received!

b: Riverford Veg Boxes - 26th February

Charlotte C has arranged for a Riverford Farm rep to do a cooking demonstration at school, using ingredients from a sample veg box. The evening provides an opportunity for people to sign up to the veg box delivery scheme with money from their subscription going back into FOSP. Tickets for the evening demo are £10. IS there a possibility of doing another similar evening event in the summer for the teachers?

c: Wine tasting - 20th March

Organised by Katherine McDonald. The wine tasting will most likely take place at church, subject to their availability which Jon will clarify. Invitations to the evening to come out from school by email. Likely to be a c£50 outlay.

d: West Bank Park Summer Fair - 28th June

Becca has booked the FOSP stall and Jo has paid the £25 booking fee. We need to decide what our stall will be (although the WBPSF organisers have asked that it not be a tombola) and to get a group of volunteers together to organise it. Agreed that it will be promoted through the newsletter and the usual social media channels.

e: Film afternoon - 1st Feb

This will be held at church and will be a free event, although we will sell popcorn. It will be advertised by emails out from school.

f: FOSP AGM - 10th June, 7/7.30pm

Agreed we would do another curry and quiz too.

g: Sausage Sizzle - 16th September

h: Summer Fair - 3rd July

i: Christmas Fair - 27th November

7. Summer Fair Planning

We agreed a date and briefly discussed a possible theme for this year's fair, with the Olympics being a popular choice! Agreed to discuss this further at the next meeting.

8. Dates and structure of FOSP meetings

We discussed how frequently we needed to have formal FOSP meetings as a whole group. We agreed that it was still worthwhile having group gatherings so people can get to know other members/parents and feel part of our community of volunteers. Agreed that it would be good to alternate meetings with socials each month.

ACTION: Jon to communicate dates for meetings and socials before the end of January.

9. AOB

Fiona N would like to step back from doing the raffle after running it very successfully for several years, and will happily support anyone who wants to take on the role.

ACTION: Jon to talk to Fiona about how this should be managed.