



Friends Association of Cleddau Reach VC Primary School

Meeting Held 8 November 2017 – Cottage Inn

Present – Nick Groves (NG)
Lorraine Allman (LA)
Fran Evans (FE)
Jasmine Cutting (JC)
Sarah Freier (SF)
Stella Rowland (SR)
Georgie Sayers (GS)
Anna Wilson (AW)

Apologies - Adrian Cook (AC), Catherine Parsons (CP), Helen Luff (HL), Sarah Smith (SS)

		Actions
Funds	NG confirmed that the Early Years toy storage had been purchased with a contribution from Friends and was in use.	
Christmas Market	<p>Mini Fleas to play as people arrive 5.30 ish, along with Village Voices choir. GS to check with Mark Evans.</p> <p>JC confirmed she will provide the Christmas tree for outside the school.</p> <p>Flyers – Lorraine has produced a flyer which she will ask school to laminate and print 25 of. AW / FE / NG to distribute flyers.</p> <p>FE to contact SS to see how she is getting on with raffle prizes. It was noted what great work Sarah does to get prizes.</p> <p>Non uniform day will be on 24 November – a letter will go out to parents near the time asking that children bring to school raffle prizes / tombola prizes / filled mugs.</p> <p>Indoor Refreshments - We have plenty of volunteers for this which is good as it's busy. It was agreed a price of £1 for all hot drinks and 20p for squash. Cakes / mince pies 50p. Mulled wine £1 a cup.</p> <p>Outdoor Refreshments - FE to check with Matthew at The Cottage that he has everything he needs. (He will providing turkey and vegetarian option rolls, hot dogs, mulled wine, and candy floss). Need to check for tablecloths and lights for outside tables.</p> <p>Need to check where Angela Robinson is with food/drink donations – in particular strong cups for mulled wine.</p> <p>Raffle tickets – NG to check school have enough.</p> <p>All other stalls – there has been a good response from external stall holders. Paul Webb (potter) will be here again. Deadline for booking is Monday 13th so everyone to share as much as possible as spaces</p>	<p>GS</p> <p>JC</p> <p>AW / FE / NG</p> <p>FE check with SS</p> <p>FE</p> <p>FE/NG</p> <p>FE check with AR</p> <p>NG</p> <p>ALL</p>



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	<p>still available.</p> <p>Friends stalls – we should have enough volunteers to cover these on a rota basis. LA noted who is allocated to what and will notify them with the exception of Carys & friend for the marble run (FE will do this). Agreed it wouldn't hurt to have a couple more volunteers to FE to continue asking and LA to notify on Facebook.</p> <p>Floats – CP had asked to be notified of which stalls require floats and prices. LA will communicate this.</p> <p>PR – AW is taking care of this and has information to get coverage on Radio Pembs, Western Telegraph etc.</p> <p><i>(Additional note: FE to make sure big banner is outside the school gates a week before).</i></p>	<p>FE/LA</p> <p>LA</p> <p>AW</p> <p>FE</p>
<p>OTHER</p>	<p>GS said there very few tea towels at a school. LA agreed to get some more for Friends.</p> <p>LA said the plastic jugs and cups had gone missing – jugs have since been found but LA to order some more cups.</p> <p>The meeting closed at 8 pm.</p>	<p>LA buy tea towels</p> <p>LA order cups</p>