



NOTES FROM THE FRIENDS ASSOCIATION MEETING held on 24th September 2013

These notes are also available on the Cleddau Reach Friends Association website – along with other news/information to keep parents fully up to date - www.cleddaureachfriends.org.uk

Present: Nick Groves, Lorraine Allman, Tim Hall, Jo Rees-Wigmore, Liz Whitelaw, Kerry Hunt

Apologies: Kelly McFadden, Danielle Bond; Sophie David, Marie Morgan, Tasmin Nash, Sam Gale, Susie Adams

In the absence of Kelly as Secretary, Lorraine took notes and has written these up.

1. Minutes from the last meeting and Actions arising

Both sports days were a great success on all counts and the grand total raised was £606.06. Friends thanked the volunteer staff at Pembrokeshire College for their help and support on both days and agreed to ask them to help out next year.

So far this year, Friends have donated money for the Year 2 graduation and Year 6 leaving gifts, a contribution of £3 per child for school trips, the puppet theatre in school, transport for the cricket team, and contributed £1000 towards the costs of playground markings in the Junior's playground.

ACTION: LA to liaise with NG to have photographs of the playground put on the web site

2. Treasurer Report

TH reported that taking in to account the above income and expenditure, the bank account stood at £2985 credit.

The 100 club currently has 40 members meaning a £20 monthly prize. It was agreed this needs a further push and the application form should be available to download from the web site.

ACTION: LA to ensure form is downloadable

3. Christmas Fayre

The main item for discussion was the Christmas Fayre, taking place on Tuesday 26th November at 6.00pm at the school. It was suggested we 'theme' the event and '**A Christmas Market**' was agreed.

Food and Drink – this could be held in the undercover area of the Junior playground, with German sausages on the BBQ in keeping with the Christmas market theme plus burgers etc. as last year. Plus tables and seating with enclosed lanterns, coloured festive lights etc.

Community Room would be allocated for the mulled wine, teas, coffees, squash, mince pies, cakes.

Raffle – as usual, we'll have a non-uniform day in return for which children to bring in donations for hampers, raffle prizes, filled mugs etc.

School stalls (main hall unless otherwise stated) – the usual school stalls will run, namely cakes (Mrs Thomas), bits and bobs (Mr Groves), wine and water, filled mugs; Santa's grotto with photographs



(school library); Paul Webb potter; children's products (staff room); face painting (Zoe?) Children's activity (for Friends) – Lorraine to organise and run

External stalls - it was agreed this year anyone hiring an external stand would be charged £10 (to include a glass of mulled wine) up front with completed booking form. Only 1 table per exhibitor – stallholders to be advised of the 'Christmas Market' theme.

Music – NG would organise this but it was suggested we ask Village Voices to come along and sing carols at the start outside the main building.

ACTION:

LA to draft booking form for external stallholders and send to school office and make available to download on the web site.

Meetings to finalise Christmas Market

It was acknowledged that some people found it difficult to come to a meeting at 7pm so it was decided to hold two planning meetings at the school in the run up to the Christmas Market:

Tuesday 22nd October, 3.30pm

Tuesday 12th November, 7.00pm

ACTION: **LA** to publicise on web site and FB; **NG** to organise letter from school

ACTION FOR THE CHRISTMAS MARKET:

LA to draft poster

JRW to organise plastic banners (undated) from Bubbleworld

KH to organise 'stable with animals' for the grotto area

TH to organise purchase of additional Christmas 'fairy' lights for inside/outside the 'market'

LA to write to the usual local attractions for raffle prizes (including Torch Theatre & Stena Line)

JRW to speak with Gate to Plate regarding donation or discount of food for BBQ

LW to ask if Village Voices could come and sing carols at the start of the event e.g. 5.54pm-6.10pm

We need to confirm volunteers to organise and help with:

Securing donations from businesses for the raffle

Circulating information for external stallholders

Mulled wine; hot chocolate, mince pies; cakes, tea and coffee areas (Becky, Kelly, and Lydia?)

Reindeer Food (Debbie?)

Filled mugs

Glitter Tattoos (?)

Glow sticks (Lydia?)

Wine and Water

Plus any other ideas along the Christmas Market theme

PR and promotion – Western Telegraph; Radio Pembrokeshire etc. (Anna Wilson?)



4. Funding required up to the end of the year and for future projects

It was agreed Friends would contribute towards the costs of the fabric artist coming into school after Christmas which would involve the whole school along the theme of "Our wonderful world".

ACTION: TH to liaise with NG regarding contribution

Friends would continue to contribute towards the costs of buses for the annual Christmas pantomime (whole school), children's gifts from Santa, spending money (around £100) for Years 5 and 6 North Wales trip, plus some extras for the Christmas Market event.

In addition it was agreed to look into the costs of funding the provision of seating outside the main reception area of the school, and some Early Years equipment.

ACTION: JRW to investigate costs of seating

ACTION: NG to liaise with Mrs Thomas regarding Early Years equipment requirements

LA discussed FILMCLUB which is now underway every other Wednesday after school for Years 2-6. It was agreed that 100 plastic cups should be purchased which would then be used within the school for other activities as well as FILMCLUB rather than using disposable ones.

Soft furnishings were also discussed for use at FILMCLUB as well as school-wide both inside and outside e.g. library, sports days etc. and it was agreed Friends would fund up to £1000 for these.

ACTION: LA to order plastic cups and source suitable soft furnishings e.g. bean bags, floor cushions

--The meeting closed at 8.10pm--