

Friends Association of Cleddau Reach VC Primary

19th January 2015, 7pm

Present:

Lorraine Allman (LA)
 Georgie Sayers (GS)
 Fran Evans (FE)
 Claire Dunstan Elliot (CDE)
 Liz Whitelaw (LW)
 Sarah Smith (SS)
 Gemma Tawn (GT)
 Vikki Roberts (VR)
 Anna Llewellyn (AL)
 Nick Groves (NG)
 Tim Hall (TH)

Apologies: Jane Haigh, Jo Rees-Wigmore, Selina Streeter, Jo Walters, Catherine Parsons, Sophie David

Agenda Item		To be actioned by
1. Welcome/Introduction	LA welcomed everyone to the meeting, and introductions were made. Apologies noted from those unable to attend tonight.	
2. Minutes from last meeting (2.10.14)	Minutes agreed.	
3. Treasurer Report / Update	<p>TH confirmed that our current balance stands at £3701.76.</p> <p>There are several regular outgoings due from the account such as PTA insurance, and transport costs for the pantomime estimated at £1000.</p> <p>The Christmas Market generated an income of £2101.49, and attracted match funding of £1000 arranged by Rebecca Hewes. The group were provided an itemised list of income/expenditure for each stall/activity at the market, and all agreed that it was useful to see (Appendix 1).</p>	LA to include income/exp sheet as attachment to minutes on the web site.
4 Christmas Market 2014 Brief Review	<p>NG explained that following the success of the Children's Class Stalls in the Christmas Market, the information relating to designing items, planning, and selling the products has been entered into the Wales-wide 'Enterprise Troopers' competition for primary schools.</p> <p>LA reported very positive feedback from the Market this year, with changes implemented as a result of feedback after the 2013 Market, such as better use of space, better flow etc. appear to have been effective.</p>	

	<p>GS mentioned that several people had asked for mulled wine however LA explained that as no one had volunteered to organise and run it this year, it was not offered. AL volunteered to organise and run this at the 2015 Market and the group agreed mulled wine would be well received!</p> <p>NG thanked LW for organising the Llangwm Village Voices attendance at the Christmas Market again this year. LW suggested that next year they may use a hat to collect donations for choir. The group agreed this would be a good idea.</p>																															
<p>5. Planned projects requiring funding</p>	<p>NG proposed the following spending priorities for the Spring/ Summer Term :-</p> <table border="1" data-bbox="528 730 1220 1921"> <thead> <tr> <th>Activity</th> <th>Detail</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Spring/Summer Class Trips</td> <td>Contribution of £2 per child (230 children @ £2 each).</td> <td>£460</td> </tr> <tr> <td>Visit by National Puppet Theatre</td> <td>Cost of delivery to Foundation Phase.</td> <td>£125</td> </tr> <tr> <td>Outdoor Learning</td> <td>Use of funds to be discussed in Class and School Council. Money to be split between the 8 classes.</td> <td>£900</td> </tr> <tr> <td>Playground games</td> <td>To be decided between classes.</td> <td>£200</td> </tr> <tr> <td>Books</td> <td>Each class to choose new books for the Library. £50 for each class (8 classes @ £50)</td> <td>£400</td> </tr> <tr> <td>Graduations</td> <td>Year 6 Leavers gifts (20 children @ £5 each); Year 2 Graduation to Junior gifts (31 children @ £5 each).</td> <td>£100 £155</td> </tr> <tr> <td>Easter Competition</td> <td>Annual Friends Easter competition, 2 prizes per class plus small egg for each entry.</td> <td>£30</td> </tr> <tr> <td>Cardiff Trip</td> <td>Year 5 residential. Donation for entertainment on 1 night.</td> <td>£150</td> </tr> <tr> <td>TOTAL</td> <td></td> <td>£2520</td> </tr> </tbody> </table> <p>All proposals and expenditure approved by the group.</p>	Activity	Detail	Cost	Spring/Summer Class Trips	Contribution of £2 per child (230 children @ £2 each).	£460	Visit by National Puppet Theatre	Cost of delivery to Foundation Phase.	£125	Outdoor Learning	Use of funds to be discussed in Class and School Council. Money to be split between the 8 classes.	£900	Playground games	To be decided between classes.	£200	Books	Each class to choose new books for the Library. £50 for each class (8 classes @ £50)	£400	Graduations	Year 6 Leavers gifts (20 children @ £5 each); Year 2 Graduation to Junior gifts (31 children @ £5 each).	£100 £155	Easter Competition	Annual Friends Easter competition, 2 prizes per class plus small egg for each entry.	£30	Cardiff Trip	Year 5 residential. Donation for entertainment on 1 night.	£150	TOTAL		£2520	
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	<p>NG has also been looking into the purchase of an awning type structure to partly shade the Early Years playground, plus fencing at the side of school needs to be extended to better contain high flying balls! This money will come out of the Schools budget, but Friends agreed to help with the project if necessary. NG to investigate further and obtain quotes.</p>	<p>NG</p>
6. Fundraising Plans for 2015	<p>Last year's fundraising events were discussed briefly, consisting of the 3 discos run over 2 dates, enjoyed by children, with very positive feedback and requests to make these annual events. July Sports Days, Family Quiz, and the Annual Christmas Market.</p> <p>Fundraising ideas for 2015 were discussed. LA received suggestions for family prize bingo and a car boot sale. Both ideas were discussed, and it was decided to run the following:</p> <p>Car boot sale – March Children's discos – June Sports Days – 1st and 8th July Family prize bingo - Sept/Oct Annual Christmas Market - November</p> <p>Car boot sale will take place on a Saturday morning, 9.30am–12.30pm in an attempt to avoid too many clashes with weekend commitments. Refreshments (hot drinks and bacon rolls) could be provided by an external caterer on a takings share basis. Interest of local caterers to be sought.</p> <p>SS suggested running a Friends stall at the boot sale, with all profits to Friends, and offered to run the stall. Letters to go out to parents requesting donations of items for this.</p> <p>Lower portion of car park will be used for sale, depending on number of stalls, playground opened up if necessary. If weather is poor, school hall will be opened up with tables. Cost to sellers agreed at £5 per car in advance, or £7 per car on the day.</p> <p>Event needs to be widely promoted with posters, local papers, and radio. Everyone to help with this. **Update – Date agreed with school for the Car Boot Sale is Saturday 7th March**</p>	<p>NG to confirm dates for sale and discos</p> <p>ALL</p> <p>SS</p> <p>NG</p> <p>ALL</p>
7. AOB	<p>FE referred to a discussion at a previous Friends meeting about the planting of wild flowers on the grass bank. NG explained that the bank is due to be rotavated over Easter, and will be ready for planting then. Links with the</p>	

	<p>school between National Parks and National Trust will tie in with this project.</p> <p>FE also commented on the quality of illustrations she had received from Year 5 & 6, which were turned into tapestry designs. Through discussion it was agreed that a whole school approach to developing a mural based around the immediate and surrounding communities would be a great project.</p> <p>FE was asked to draw up a proposal for costs of this project to enable Friends to consider supporting it.</p>	<p>FE</p>
<p>9. Thanks to outgoing Treasurer Tim Hall</p>	<p>NG thanked TH for the 8+ years he has served as Treasurer to the Friends Association. Tim's reliability and quality of work has been excellent, and he has provided a solid base with which to hand over the role to CP.</p> <p>Friends Association will miss Tim, and thanks him for his support.</p>	