



Friends of Snettisham Primary School Committee Meeting Minutes:

New committee Friday 12th October 2018, Halls Room

Attendees:

AMW (Chair), DR (vice Chair), DW (Treasurer), RC (Secretary), EH (President), JR, CR, KP, RC, ZW, NW, AG, NT, LG, KK

Meeting started 3.35pm

Agenda Item	Notes	Action
Apologies	LJ (Executive Head), RF, KG, CM, HB, GM, JM	
Last Meeting Minutes	Agreed.	Signed and Filed
Election of Class Reps	Willow – RC, CR Oak – ZW, NW, NT Ash – JR, RC, CR Birch – KP, LG	AMW to advertise who our reps are.
200 Square	AMW explained to all that we still have a few squares left to sell. After a short discussion of whether to draw now or carry forward to next event it was agreed, to carry forward to Christmas fair and to be drawn on that day.	DR to organise selling the rest of squares and draw it at Christmas fair.
Remembrance garden donation	The school got asked if gardening club could make a remembrance garden in memory of Snettisham 45 soldiers. DW has designed the garden giving each class their own garden area to grow plants / vegetables. AMW explained that each child within school has painted a poppy stone. Each class will be painting a moral for their garden area. AMW asked if Friends would donate £500 to this project, explaining that a banana bench would work well in this quiet area, also planting needed. DR asked how the garden will work or will it start well and then get forgotten. Everyone present agreed for the £500.00 donation for this project	AMW thanked all for the donation. Parents will be sent info about the garden area within the up coming weeks by EH know the work and funds have been finalised. Also have the chance to view garden after school day of opening and before. EH to rota garden time with staff into timetable for each class. Pictures will go on FB and website so keep an eye out. Official opening 9 th November
Street party 9 th November	Suggestion of Friends holding a street party was discussed after a short discussion it was agreed For Eh to ask Norse on options they can offer for	EH: contact Norse for lunch option for this date.

	this date.	
Halloween Cake stall Wednesday 31 st October	AMW asked for helpers to organise this event which consisted of decorating Halls room, set up cake stall and sell. Cakes needed for this event. It was pointed out that this event is same day as parents eve so any cakes at end could be placed in main hall for parents evening. Children can bring in 50p to purchase a cake during the afternoon.	Advertise: AMW Decorations out loft : AMW Stall helpers: RC, KP, ZW
Christmas decorate school Friday 30 th November	Date set to turn school Christmassy is Friday 30 th November from 3pm	Helpers :AMW, DR, DW, LG, KP, NT, ZW, NW,
Victorian Market Wednesday 5 th December	WE have booked a covered stall for this event, all present agreed to run a tombola stall like normal. AMW ask for helpers for the evening. AMW asked ZW & NW if they would kindly supply us with hot refreshments during the evening if we supply cups etc, they agreed. AMW suggested that she asks JM for hire of his generator. Advertise asking for tombola donations	Stall helpers : AMW & family , LG, KP, NT Refreshments - ZW Ticketing – DR, DW Advertising : DR AMW – ask JM generator
Christmas Fair Friday 7 th December	A separate meeting set for 2 nd November 3.10pm dedicated for Christmas fair and Christmas events to finalise all arrangements.	AMW – advertise date.
Grotto build Thursday 6 th December	Agreed to reuse items already stored to create grotto for the fair.	Grotto builders :AMW, RC, KP, ZW
Grotto presents	AMW asked if it would be possible to buy gifts this year instead of selection boxes. This is due to sorting the selection boxes within our prize range is getting hard and time consuming, also not everyone likes chocolate. With buying wrapped gifts we could reuse for other events if need. Everyone present agreed.	AMW : to purchase the wrapped gifts from www.wrappedgrottotoys.co.uk
Santa visit Presents (books)	AMW asked all if we could purchase every child a book gift from Santa again this year. Everyone present agreed for purchase. AMW explained that this year we have got an amazing transport sorted that we have never had before it will be kept top secret she will be organising this transport with required people in secret. Santa just checking his diary for that date and getting back to us.	AMW: purchase books. AMW: contact Santa AMW: transport
Children's Christmas disco	Booked for this date Tickets £3.00 per head including hot food. AMW asked for helpers for this event.	Disco – NW Catering – JR, DR, DW Ticket sales – DR Advertise – AMW, DR Helpers : AMW, DR, EH, RC, ZW, KP

New Years eve family disco	Booked for this date with Linda Standeven Ticket only event Adults £10.00, 16 yrs – 18yrs £5.00 Under 16s free Disco booked 50/50 , raffle Tickets available	Disco – NW Advertise – AMW, DR Ticket sale – DR, DW
Forestry school request	WE had received a request from Forestry school asking for a donation of £77.61 to help towards purchasing equipment. All present agreed for this purchase to go ahead.	AMW – to contact forest school teacher explain purchase details.
Panto donation	EH asked if possible for a donation to cover cost of two coaches. After a discussion it was agreed that cost of transport is a no this time, but we maybe able to help in other ways maybe purchase ice creams.	EH – cost of ice-creams
Next Meeting	Friday 2 nd November Dedicated for Christmas fair and events	AMW - advertise

Meeting finished: 4.20pm