

Friends of Lea School (FOLS)

Meeting 2 Minutes

Monday 16th May 2016, 6-7.20pm

1. Attendees

Linda Frost, Alan Frost, Sarah Woolley, Sarah Greenfield, Vanessa Allen, Cara Thornhill, Emma Bailey & Louise Rogers.

2. Apologies

Jo Green and Sarah Young

3. Minutes of Previous Meeting

The minutes were deemed to be a true and accurate representation of the previous meeting they were proposed by Alan Parker and seconded by Emma Bailey. First set of meeting minutes signed by Linda Parker and a copy kept on file.

It was agreed that future minutes would be emailed to Mrs Woolley and put on the school website for all to view before the next meeting.

4. Matters Arising

- Banking Details – Jo Green, Linda Parker, Cara Thornhill & Mrs Woolley have all been in to the bank to sign the appropriate forms. Now awaiting a letter confirming the change of details. All future bank statements to be sent to the school office.
- FOLS Facebook Page – The previous FOLS committee had a Facebook page, as we do not have the login and password details. It was decided it would be best to set up a new secure page that could be used to promote FOLS events.
Action – Vanessa and Cara to do, still to be actioned.
- Charity Status Updates and Accounts – FOLS is a registered charity, the required paperwork needs to be updated with new names and a set of accounts need to be submitted.
- Book Bags – FOLS have purchased book bags for the forthcoming reception year. Cara is going to present these at the new reception parents evening. Each bag will contain a letter informing parents about FOLS. There will also be a slip that parents can complete if they are interested in learning more about FOL.

Summer Fair

- Parade – The final details of the parade are still to be finalised but it was decided that we will ask the children to make either a mask or a headdress to wear and turn in to a competition.

Emma Bailey has been able to secure a car that can be decorated by the children.

Actions – Linda/Mrs Woolley to speak to PC Glen about a road closure for the parade, planned start time 2.45pm.

Cara/Mrs Woolley to speak to either Mr Allsop or the art teacher at QEHS in regards to some of their students coming to help our children decorate the car.

Cara – To contact the Standard and use the decorated car as a means of advertising the school fair, and to produce a letter to go out to parents before half term about the competition.

- Food – To be outsourced to Dave West Scooby Snacks they are going to make a £40 donation to the school fair.

Ice Cream – Either to get an ice cream van to come to school or approach Blyton Ice Cream to see if they could supply ice cream for us to sell. Again it would need to be decided how to charge for this.

Action – Louise to make enquires with Blyton ice cream, Emma Sutton may be able get an ice cream van.

Drink – Emma Sutton to donate a cocktail stall that will sell alcoholic and non-alcoholic drinks. Jo Green made enquiries about a slush machine but they are very expensive to buy.

Actions – Cara and Emma to make arrangements for the licence to sell alcohol.
- Entertainment

Each class including pre-school to come up with ideas for gaming stalls.

Bouncy Castle – It was suggested to have two bouncy castles one for each key stage. Mrs Woolley approached Mr Holderness but he is unable to provide a bouncy castle that weekend.

Action – Mrs Woolley to ask the company that provided the bouncy castle for the queen's birthday party event, Cara to speak to her friend about a bouncy castle.

An impartial judge to judge the children's costumes/headaddresses.

Action – Sarah Young to ask the Mayor, this still needs to be actioned

Exotic Birds or Reptiles – Linda has made contact with a guy that will come to summer fair with his exotic birds, snakes and spiders will just cost £50.

Ask Mr Salt if he would be able to compare. – Still to be arranged

Face Painting, Hair Braiding, Tattoos, Nail Painting & Jewellery Making.

Action – All to recruit volunteers, also need to purchase face paints & tattoos.

Gazebos if it raining, blankets and seating.

Action – Louise to ask her Dad for hay bales.

Sweet Stall

Action – Linda to speak to the shop on Marshalls yard,

Cake Stall, ask for the cakes to be decorated in bright colours to keep with the carnival theme.

Action – A letter to be set out or included on snippets

Jar bola/Tombola – Linda suggested the idea of people donating filled jars (sweets, pens, glow – sticks etc.) for a jar bola after the success of the decorated pringle tubes at the Christmas fair. Would also require items for a normal tombola.

Action – A letter to be set out or included on snippets

Wine & Water Stall – Ask parents for donations of empty screw top wine bottles for the stall.

Action – A letter to be set out or included on snippets

Juggler – Linda's son is happy to be a juggler at the fair.

Music – Miss Martins band to play at the fair. Steel drum band very expensive to hire, need to purchase a CD of steel drum music for the carnival theme.

Decoration/Bunting – School to be decorated in bright coloured items, suggested making large decorated masks that can used as part of the parade and around the school grounds.

Raffle – Linda spoke to the lady who is the caretaker and its her husband who has the template for the raffle tickets. A few letter have already been sent out asking for donations for the raffle.

Actions – Emma to make enquiries to local places (pink pig, rand farm etc.) for raffle prize donations, and to enquire about a signed Gainsborough Trinity Shirt.

All to try and get donations of raffle prizes for the next meeting.

- Advertising
Cara to produce a programme of events for the summer fair and arrange poster.

5.Any other business

- None discussed at this time.

Next Meeting – 6th June 2016 @ 6pm

Minutes agreed and verified by: