



# Friends of Titchmarsh School

Registered Charity No. 1109834

## Minutes of Meeting held on 24<sup>th</sup> February 2010

### **Present:**

Tracey Levick – Chairperson  
Melanie Skerritt – Secretary  
Josie Milton – Head Teacher  
Caroline Hope  
Julian Hazell

Amanda O'Dwyer - Treasurer  
Pauline Gambrell  
Fiona Love – Vice Chairperson  
Vanessa Burzynski

### **Apologies:**

Libby Bowness

Lucy Milner

### **Minutes of Previous Meeting**

The minutes from the last meeting were received and agreed.

### **Chairperson's Report**

Thank you for your help at the village fete. We made around £70.00 less than we did at last year's event; this year the refreshment tent made around £460.00. Many thanks to Pauline and her mum for their cake contributions!

The new maths library games are now here; many thanks to Mel for sourcing and ordering these.

I'd like to thank Pauline for all her help, as this year will be her final year as a FOT.

We have many new parents joining us in September, so we may be able to find some new volunteers to join us.

### **Treasurer's Report**

The bank accounts are fairly healthy. We have received our £750.00 from the village, which is our share of the Village Fete takings.

We have an invoice of £2,000.00 for new school uniforms, this requires payment as soon as possible, however, there is money to be paid into the account to cover this.

AO is to look into the prospect of internet banking.

The FOTS financial year end is 31<sup>st</sup> July 2010. We will also need to enter our figures into the Charities Commission.

We will require an accountant / independent person to look over our accounts this year.

We also have a balance to possibly claim from the Giving Machine, MS is to investigate this.

AO to speak to LB regarding the deposits needed for the school uniforms.

## **Past and Forthcoming Events**

### **Village Fete**

We had a reasonable amount of cake donations this year. The question was asked if we want to continue with the refreshment stall, the general consensus was that we would.

It was agreed that we will do cream teas next year as well as the usual cakes, biscuits and savouries.

It was noted that we should perhaps be more specific about our needs and the donations required in our request letter next year. This may ensure that we have more donations of cakes.

### **Kids on the Catwalk**

We currently have 24 models for the show, however they may be a few more to come. Tickets to go on sale and a note has been sent via parentmail and book bags.

We need to purchase sugar, squash and juice for the evening, MS to do this.

A note will be sent to the models to remind them of the details for the show, MS to do this. TL has raffle prizes and tickets. TL will mention about the show at the sharing assembly on 8<sup>th</sup> July.

### **Teddy Bear's Picnic**

MS sent last years note to JM. JM is to organise the invite to the children. FOTS will need to cater for around 110 children, 74 from school and at least 18 from pre-school and siblings.

PG will purchase some more snack bags.

The marquees are to be put up the night before, Wednesday 14<sup>th</sup> July, we will need volunteers to help from 3pm. We will also need volunteers to help take the marquees down on Thursday from 4pm.

Helpers will need to be at school on the day from 12 – 12.30pm, to help prepare the snack bags.

The contents of the snack bags will be: Haribo sweets, cereal bar, raisins, frubes, crisps and a drink.

It was agreed that VB would purchase the cereal bars, CH the raisins, TL the frubes, MS the crisps and PG the drinks. We already have the haribo sweets.

### **Barn Dance and Pig Roast**

Marquees and caller are booked. We will start to sell tickets week commencing 12<sup>th</sup> July 2010, there will be no early purchase incentive this time. We have had a few raffle prize donations so far.

TL is to organise the drinks licence. TL is to speak to Darren Wells regarding lighting. We need to purchase the ale from Barnwell, JH has volunteered to do

this. TL asked JH if he would be our carver on the evening, he will let us know by 10<sup>th</sup> July. JH also said he would investigate if could acquire a pig at a cheaper price for us.

TL to speak to LB regarding hay bales. We will also need to ensure that we have more side dishes this year. We need to purchase rolls and sauces. We will also need helpers for the bar and to serve the food. This can be organised in September.

### **Other Events**

We will discuss these in the new term:

Halloween  
Christmas  
Wreath Night

JM suggested maybe a disco to christen the new hall, 1980's themed! VB said that she knew of a disco and DJ, she will investigate this.

### **Wish List**

JM requested some year 4 leaving gifts. It was agreed that these would be parables. FOTS have agreed to this and JM is to order these.

There is going to be a structured play area, of which Mrs Findley will be responsible. She has requested a giant connect 4 game, at a cost of £150.00, and some black/white boards at a cost of £220.00. FOTS have agreed to this, but have requested that they be ordered in September.

### **Inventory of Goods**

The hook a frog game and the lolly game belong to PG, however she has said that we can borrow them as necessary.

### **AOB**

JH passed on thanks from Mrs Hazell and the staff for our purchase of the new maypole. He also said that the governors think that we are doing a good job and should we need to them to help with anything, we just need to ask.

LM has offered to organise a shopping trip to Cambridge as an alternative fundraiser. LM has been asked to see what the cost of this would be.

TL asked the committee members if they were happy to remain in their current positions for the new academic year. FL is happy to remain as Vice Chairperson, MS happy to remain as Secretary, TL is happy to remain as Chairperson and AO will remain as Treasurer.

### **Date of Next Meeting**

There will be an AGM followed by our usual meeting on 14<sup>th</sup> September 2010, at 7.30pm in school.