

FOSS Minutes

**Stanford in the Vale Primary School
Wednesday 8th March 2023
7:30pm**

Attendees:

Karin Williams-Cuss, Amanda Willis, Graham Parker, Nev Williams, Emma Payne, Rachael Wilkinson, Lucy Condor, Linzi Esplin.

Apologies:

Wendy Williams, Jess Clark

	Item / Action	
1	<u>Review of previous Minutes and Actions</u> Minutes from previous meeting Wednesday 11th January 2023 were approved.	
2	<u>Declaration of AOB</u> There was no other business from the previous meeting.	

<p>3</p> <p>RW</p>	<p><u>Treasurers Report / update</u></p> <p>Rachael presented the Statement of Accounts for the Charity Commission, this was signed by Chair Graham Parker so that it could be submitted.</p> <p>There were four claims from the school:</p> <p>Computers / IT: £4K Refund to school Ref Disco 10/02/23: £238 Residential: £874.50 Christmas Gifts: £382.35</p> <p>RW then explained that the signatories on the Bank Account would need to be changed. This would require the Minutes to detail the new signatories, in order to facilitate this. The new signatories will be:</p> <p>Rachael Wilkinson Graham Parker Nev Williams</p> <p>As per FOSS Minutes 11.01.23, RW has received letters from FOSS's old bank Lloyds, asking for a declaration of our tax status with respect to our old account. Rachael spent two hours trying to get through to Lloyds, who then tried, and failed, to locate the account. A letter has now been sent to Lloyds, requesting for this issue to be referred to their IT department and for the matter to be closed. Nothing has been heard from Lloyds since the letter was sent, so hopefully the issue is now closed.</p> <p>A cheque from T.J Skelton for The 100 Club has exceeded the timeframe for cashing, in some part due to the postal strikes at the time of sending. Can we get the cheque back?</p> <p>The 100 Club also needs to be paid up February - July 2023 @ £20 per month, a total of £120. RW will pay this with cash from the float.</p>	<p>Closed</p> <p>TBC</p>
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Review of previous months events / Queries

Stanfords got Talent

Wednesday 25th January 2023

This event was, once again, a great success, with a big thank you for all the hard work put in by everyone who helped organise the event. The Children's performances were superb, £315 was raised with approximately £100 of expenses.

Bags to School

Tuesday 7th / Wednesday 8th February 2023

This was organised again by Linzi and raised a total of £175.50. More has been raised in previous years, but the present cost of living crisis has probably had an impact. Linzi did advertise it on the class pages & Village Facebook, It was suggested that advertising in the Parish Newsletter as well could raise the profile to bring in more funds.

Valentine / Red Themed School Disco

Friday 10th Feb 2023

Foundation - Year 2: 5:15 - 6:15pm / Year 3 - 6: 6:30 - 8pm

The school Disco went off very well indeed, a big thank you to all who helped out. The children thoroughly enjoyed themselves, with DJ Darren doing a great job. RW reported that a healthy total of £811 had been raised, with expenses of:

School expenses: £238
Other expenses: £TBC - Karin
DJ Darren expenses: £150

After some discussion about the longer time of 1hr 30 mins for the KS2 disco, it was decided to shorten it to match KS1's disco length of 1hr. This would also require a reduction in the KS2's ticket price, to match KS1's. KWC will inform the DJ of the new timings for Friday 19th May School Disco, as well as booking DJ Darren for the next academic years first disco, on Friday 13th October 2023.

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Upcoming / Future Events

Adult Bingo Night

Saturday 18th March
5pm Food / 6pm Eyes Down

The Bingo night is almost here! Bingo Caller John will be there and alcohol will be available, with plenty of Prosecco as requested. Jacket potatoes (60) with beans & cheese will be £2.50 each, with a bingo book + flyer £10.

Prizes for Games x8

Full House - £15 Tesco Voucher
Line - Medium sized Easter Egg

Flyer

Full House - £50 Cash Prize
Line - £20 Chocolate Hamper

Lucy has designed the posters to advertise the event. They have been put on the Facebook page, she will copy them onto the Stanford in the Vale page, and will also put them up around the village once she gets them back from Emma.

For the tickets RW has set up a QR Code payment system called BOPP, although this does need testing. If the BOPP system works, LC can add the QR code to the posters & EP can email them out to the parents so that people can pay the £2.50 for jackets up front, paying the £10 for the bingo books + flyer on the night.

KWC and NW will get the prizes and refreshments respectively, LE will get the bingo books, flyer pad & dabbers. The jackets, cheese & beans will be ordered through the school. AW, KWC & possibly GP have volunteered to help get things ready on the night. Expenditure to set up the event, (books, flyers, dabbers, prizes), will be approximately £250, so at least 25 people through the door on the night will be required to cover these costs.

Easter Trail

1st - 16th April 2023

The children will have to solve the clues to get a treat & letter from the treasure box, there are 15 letters that need collecting to spell the final word. Linzi has mapped the route of approximately 1 mile, and will put this map together with the clues etc, and print off the sheets for the trail.

Plenty of donations have been made for the treats, mainly cream eggs, of which Waitrose donated 40! BP also donated £25's worth, and Linzi is also going to talk to the Co-op about donating. The destination, organised by Karin, is the gate in the wall of Stanford House, beyond which is a secret garden. With respect to advertising, Em has the laminated posters ready for Linzi to put up around the village, and she will also send Lucy a copy to put on Facebook.

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Upcoming / Future Events Cont

School Disco

Friday 19th May 2023

KS1: 5:15 - 6:15pm / KS2: 6:30 - 7:30pm

DJ is booked and KWC will inform him of the new timings for KS2's disco, NW will book the Tens Licence. Volunteers will be required to help on the night and refreshment prices need to be ratified.

Next Mtg

School Summer Fete

Saturday 10th June 2023

This event has been brought forward so as not to clash with the Village Summer Festival. A loose plan has been put together which will need ratifying at the next meeting. The short list of stalls etc for the day will include:

Bar (Jude), food (Graham), Tombola (Di Kirkham?), Raffle (Amanda Mathews), Bouncy Castle (Ali?), Face Painting, Water & Wine, Barrel of Booze, Pot of Gold

It was also suggested that Neil Mantle be contacted to borrow the fridge & BBQ again. The winning poster designed by the children will go up after Easter to advertise the event.

Next Mtg

Advance Notice

School Sports Day

Friday 30th June 2023

Village Summer Festival

Saturday 1st / Sunday 2nd July 2023

Year 6 Performances

Monday 17th / Tuesday 18th July 2023
6pm

School 150th Anniversary

Wednesday 19th July 2023

7	<p><u>Request for funding</u></p> <p>No requests were made for funding.</p>	
8	<p><u>Previous Actions</u></p>	
A 1	<p style="text-align: center;"><u>Liability Certificate</u></p> <p>Was / has the liability certificate situation been clarified with respect to School Discos? Has the Disco got their own liability insurance?</p>	Ongoing
A 2	<p style="text-align: center;"><u>FOSS Facebook Page</u></p> <p>With Lucy having volunteered to fill the Facebook Admin role to get information out more effectively, It was suggested that any info should also be sent to the class reps so that they can forward it to their relevant peer groups. Short of finding a volunteer with the time to disseminate any new information, could Lucy do it? This would certainly help link things up and hopefully create more effective communication. Karin will contact Lucy to ask if she could do this.</p>	Ongoing
A 3	<p style="text-align: center;"><u>Best ways of paying for FOSS events</u></p> <p>Parentmail, which is the school system, and Parentkind, which has been set up for FOSS, were both discussed as ways to pay for FOSS events. It was pointed out that, when using Parentmail, every transaction incurs a fee of approximately 35p. With respect to Parentkind, it hasn't really been used. RW said she would look into it and see how viable it would be to use as a payment system.</p>	TBC
9	<p><u>New Actions</u></p> <p>KWC suggested that a FOSS recruitment drive would be a good idea, to replace those that have recently stepped down and help support fundraising for the school. AW agreed to put the request in the next school newsletter & LC said she would put it on the Facebook page.</p>	
10	<p><u>AOB</u></p> <p>No.</p>	
11	<p style="text-align: center;"><u>Date for next meeting</u></p> <p style="text-align: center;">Wednesday 26th April @ 7.30pm</p>	