

	<p><u>Parent Help.</u> A committee member will send out an email list requesting help for each event. VS to organise a reminder at each meeting.</p>	VS	BEFORE NEXT EVENT
4.	<p><u>Expenditure Items:</u></p> <p><u>New Budget Request:</u></p> <p>FOSS have been requested to support the school budget with an annual contribution for essential items. FOSS contribution to the school budget would be made in parallel with a request to SITV PPC. The contribution from FOSS would allow for the maintenance of the IT budget which would otherwise not be funded. A discussion took place regarding affordability, and although the general consensus was for funding this request, the decision was delayed until next meeting when current financial data is available. It was agreed to ask AW for information regarding the budget timescales and if this support will be required for more than the current financial year. It was agreed to ask if GC would list up FOSS general commitments to assess budget affordability. This will be discussed at the next meeting.</p> <p><u>Foundation / KS1 Items: Outdoor Building Blocks for Foundation Class</u> A request has been received for funds of ~£3500 for Outdoor Building Blocks for Foundation Class. This item will be discussed at a future meeting.</p> <p><u>Whole School and KS2 Items</u> Any projects to benefit the whole school or KS2 were discussed. Also, is any of the current bank balance “earmarked” for an expenditure item (this may impact on the budget available for any future events such as the Xmas event). This item will be discussed at the next meeting.</p>	AW GC ALL ALL	NEXT MTG NEXT MTG FUTURE MTG FUTURE MTG
5.	<p><u>Recent Events:</u></p> <p><u>Foundation/KS1 & KS2 Discos - Friday 3rd March</u> Thank you to all committee members, staff, parents and friends who helped organize the FOSS Foundation/KS1 & KS2 Discos and make it a successful evening. Income from the event will be confirmed at the next meeting.</p> <p><u>FOSS Parent Questionnaire:</u> KA kindly organized a questionnaire for parents. The outcome of the questionnaire will be discussed at a future meeting.</p>	GC KA / ALL	NEXT MTG NEXT MTG
6	<p><u>Future Events:</u></p> <p><u>Bags 2 School</u></p>		

<p>SH has kindly booked the next date with Bags2School for 13th / 14th July 2017 for Drop Off and Collection.</p>	SH/AH	JULY'17
<p><u>Foundation/KS1 & KS2 Discos - Friday 12th May</u> Organisation of ticket sales is ongoing. Thank you to GC for booking the DJ & Disco (£120). EP offered to ask AW to ask staff members if they would be kind enough to stay to help.</p>	DK/GC EP/AW	12 th MAY
<p>Committee members offered to help – VS / SH / WE / LB / EP / AW. If anyone else can help that would be great – all help is appreciated. EP volunteered to send a Parentmail asking if Year 5 Parents would like to help. WE offered to post details on Facebook.</p>	VS/SH/W E/LB/EP/ AW	12 th MAY
<p>EG kindly offered to organize temporary tattoos.</p>	EG	12 th
<p>EP kindly offered to check with school to check stock of Candy Floss.</p>	EP	MAY 12 th
<p>MB kindly offered to organize Bar and chocolate eg Freddos / Curly Wurlys / Haribos.</p>	MB	MAY 12 th
<p>LB kindly offered to organise Food (Crisps / Serviettes / Hot Dogs & Rolls / Glow Sticks). There is enough squash and ketchup for the disco.</p>	LB	MAY 12 th
<p><u>Adults' Disco – Saturday 6th May</u> Thank you to MB, JS and ZJ for continuing to coordinate the Adult Disco. Thank you to GC for booking Malcolm Russ' Disco (£150) and organizing the temporary event alcohol licence. VS offered to ask GC what time the Disco will arrive to set up.</p>	MB/JS/ZJ	6 th MAY
<p>The evening is planned to run from 8pm until late with food at 8.30pm.</p>	VS / GC	6 th MAY
<ul style="list-style-type: none"> • Ticket Sales Tickets are on sale for £10 each. JS has kindly offered to sell tickets in the playground. EP has kindly offered to send a Parentmail to inform parents especially about the Food, Bar and Raffle. 	JS EP	6 th MAY 6 th MAY
<ul style="list-style-type: none"> • Bar VS offered to ask GC for a list of Bar prices. DK / SH / EG / VS volunteered to help run the bar. VS offered to ask GC for a float. 	VS/GC/ DK/SH/ EG	6 th MAY
<p>MB kindly offered to buy drinks for the bar. LB, KA and MB will coordinate a stock take / inventory of wine, beer and spirits so that a shopping list can be prepared. LB has the glasses.</p>	LB/KA/ MB	6 th MAY
<ul style="list-style-type: none"> • Food LB has kindly offered to make a meat and veg chilli before the evening, with EG / EP to coordinate on the evening. EG to ensure that the food reaches the required temperature (75C) and to make a record for school. Baked Potatoes to be served. LB kindly offered to buy the potatoes. KA kindly offered to buy sour cream, cheese, nachos and Viennetta. 	LB/EG/ EP	6 th MAY
	LB KA	6 th MAY 6 th MAY

	<ul style="list-style-type: none"> • Raffle EP offered to check if we have raffle tickets. MB / WE kindly offered to organize chocolates and wine for prizes. <p><u>Easter Trail</u> EP / AW kindly offered to coordinate the children to choose winners from the completed forms. Winners to be included in next minutes. Income to be confirmed for the next minutes.</p> <p><u>100 Club</u> At a previous meeting NS and GC offered to coordinate with Claire Petworth and to send MB any relevant information, and VS will look in the records for any information.</p> <p>MB has looked into the 100 Club with a view to relaunching the 100 Club for next academic year in May 2017. The committee agreed to change the rules to have 2 winning numbers with a bonus number. On-line payment through Parentmail is to continue. MB offered to discuss using Direct Debit with GC. It may be possible to sell numbers at the Summer Fete, and to allow family and friends of school to choose their own lucky number. MB offered to consider a letter/poster or flyer for new Foundation (and current) parents to explain to parents how to join the 100 Club.</p> <p><u>Yr 6 Leavers' Disco</u> GC has kindly booked Malcolm Russ' Disco (£160). Other arrangements for the Yr 6 Leavers' Disco will be discussed at a future meeting.</p> <p><u>Barn Dance Family Event / Family Bingo Night – Saturday 30th September</u> The Barn Dance Family Event was discussed at the Activity Planning Meeting. Unfortunately, the dates preferred by FOSS committee were not suitable for the band or venue. It was decided to host a Family Bingo Night at school instead. The Temporary Event Licence is to be discussed a future meeting along with prizes and sponsorship. The committee discussed publicizing this event at the Foundation welcome evening which is organized for Tuesday 9th May.</p> <p><u>Winter Wonderland 2017 – Friday 24th November</u> At a previous meeting, KA, WE and RA kindly offered to coordinate a Winter Wonderland event. However, the concern is that even a successful evening would not draw in enough income to cover the expenses and the event would not raise any money and may not break even. There is still the potential to hold an event on this date. Committee members were encouraged to think of ideas for an early Christmas event. KA kindly organized a questionnaire to ask parents for their input – this will be discussed at a future meeting.</p> <p><u>Summer Fete:</u> DK kindly offered to ask Amanda Matthews if she would be interested in bringing animals to the Summer Fete. Also, Jungle Jonathan or Lenny's</p>	<p>EP/MB/ WE</p> <p>EP/AW</p> <p>MB/NS /GC/VS</p> <p>GC</p> <p>NS/VS</p> <p>GC</p> <p>KA/WE /RA</p> <p>ALL KA</p> <p>DK</p>	<p>6th MAY</p> <p>28 APR</p> <p>BEFORE FOUND ATION MTG MAY'17</p> <p>JULY'17</p> <p>ASAP</p> <p>BY FOUND ATION MTG MAY'17</p> <p>FUTURE MTG</p> <p>FUTURE MTG</p>
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	<p>Lizards may be interested in bringing their animals. This will be discussed at a future meeting.</p> <p>VS offered to contact PTA-UK with regard to rules about use of Gazebos at school events.</p> <p><u>Suggestions from previous meetings for future events:</u> Ideas for events include:</p> <ul style="list-style-type: none"> • Bingo Night (Adult event) • Ladies' / Pamper Evening (Adult event) • Race Night (Adult event) • Quiz Night (Adult event) • Midnight Walk (Family Event) • Sponsored Walk / Bike Ride (Family Event) • BBQ (Family Event) • Camping for example at White Horse Hill (Family Event) • Board Games Evening (Family Event) • Family Disco / Family event such as a picnic (Family Event) • Live Music Festival (Family Event) • Pamper Evening / French Plait training (Family Event) • Food Tasting / Wine Tasting (Adult Event) • Astronomy Night • Touring theatre company • Family Xmas Quiz • Murder Mystery • Family Board Games 	VS -	FUTURE MTG FUTURE MTG -
7.	<p><u>AOB:</u></p> <p><u>New Foundation Parents' Info:</u></p> <p>The New Foundation Parents' evening is on Tuesday 9th May. EP circulated a letter from FOSS to be given to parents on the night. VS / AW have organized PTA-UK welcome packs to be distributed. Flyers for Family Bingo and 100 Club to be included in the parents' information.</p> <p>EG kindly offered to look into a gift to be given to the children on their first day in Foundation class – perhaps a cookie, pen or wristband.</p>	EP VS/AW EG	9 th MAY 9 th MAY NEXT MTG
8.	<p><u>Next FOSS Committee Meeting:</u></p> <p>Next Meeting date TUESDAY 16th May 2017 at 7.30pm in the School Staff Room.</p> <p>Items for the next Full Meeting Agenda:</p> <p>1. Treasurer's Report</p>	ALL	16 th MAY MAY

	<p>Financial Update – Balance Update Outstanding invoices and income after expenditure from recent events Expenditure Items to be confirmed for the minutes. Annual Return FOSS Forward Financial Plan Purchase of FOSS Supplies eg glasses Charity Commission: Change of Trustees Dormant Account Items to be confirmed for the minutes eg thank yous Funded Items eg Outside Space payment</p> <p>2. Items from previous minutes & Other Matters Arising: Printed Thank You Cards Canvas Bags Allergies Parent Help</p> <p>3. Expenditure Items / New Expenditure Items: New School Budget Request KS1/Foundation items - Outdoor Building Blocks Whole School / KS2 items including new expenditure items</p> <p>4. Recent Events Parent Questionnaire Easter Trail Foundation/KS1 & KS2 Disco (May) Adults Disco (May)</p> <p>5. Fund Raising Items / Forthcoming Events:</p> <ul style="list-style-type: none"> • Family Bingo - Family Activity - VS/NS Publicise at New Parents' Eve on 9th May • 100 Club – MB Publicise at New Parents' Eve on 9th May / Sharing Assembly in May • Bingo Race • Summer Fete • Xmas Activity - Winter Wonderland 2017 - KA/WE/RA 24th November • Bags to School • Yr 6 Leavers' Disco • New Foundation Parents/Children's gift <p>Future Events:</p> <p style="padding-left: 40px;">Children's Event Adults' Event Family Event</p> <p>6. AOB</p>		
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FOSS ACTIVITY LIST 2017			Week No
Activity	Lead Person	Comments	Date
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FOSS Committee Meeting Dates	VS	Dates for Summer and Winter Terms to be confirmed	Tuesday 21st Feb 7.30pm Wednesday 22nd March 7.30pm Friday 28th April 3.30pm
AGM	LB/AH/GC/V S	No later than 15th Nov 2017 + 3 months (as per constitution) 21 days' notice to be given to FOSS members	15th Nov
Stock Check	LB/AH/KA	All Stock - at least twice per year (Start at SGT)	
Refreshments - SGT	AH/EG/KA	Bar / Sweets / Crisps AH to ask LB re Hot Dogs	1st Feb
Refreshments - Sports Day	NS/EG	Teas / Coffee / Cake NS to look into disposable cups Parents to be asked to volunteer for Summer Fete.	7th July
Refreshments - Yr 6 Performance	LB/AH	Bar / Sweets / Crisps AH to ask Neil Mantle	17th/18th July
Bags2School	AH/SH	Every Parents' Evening	6th Feb / 13th July / xxOct
Foundation&KS1 / KS2 / Yr 6 Discos	DK / GC	Four Discos per year (3 x Foundation & KS1/KS2 Discos + 1 x Yr6 Leavers) GC to book disco (Malcolm Russ). DK to organise tickets Parent Helpers for May Disco (EP has letter) Yr6 Leavers Disco - Book only. No tickets.	3rd Mar / 12th May /20th July / xxOct
Adult Disco	MB/ZJ/JS/N L	MB/ZJ/JS/NL to be asked if they would organise. GC to book disco and Bar Licence. Theme / Tickets / Bar / Food to be organised.	6 th May
Easter Activity - Easter Trail	AW/WE	AW to organise Easter Sentence 3xgifts needed WE to organise letter displays.	3rd April until 28th April
Bingo Race	RS	Village Fete Sunday at Football Club	18th June
School Fete	VS/NS/ALL	VS / NS to coordinate. Stalls to be organised by FOSS members. NS to ask when Beaver Camp is scheduled. Non Uniform Day for Tombola Prizes. GC to organise Alcohol Licence. Prizes to be bought well in advance. Poster Competition.	Non-Uniform Day 14th July Fete 15th July 2pm-5pm
Family Activity - Barn Dance NOW FAMILY BINGO	VS/NS	Ticket Sales: Give out slips in Summer Term and at Summer Fete and at New Parents' Evening in May NS to organise Barn VS to organise Band GC to organise Licence	New Parents' Eve 9 th May Ticket Sales - Summer Term / Sept Barn Dance 30th Sept if available
100 Club	MB	Slips for New Parents New Description to be written ParentMail to continue? Announce at Sharing Assembly	Sharing Assembly -May 2017 New Parents' Eve 9 th May Ticket Sales - Summer Term / Sept First Draw Oct 2017
Xmas Activity - Cards	SH	SH to coordinate.	October
Xmas Activity - Winter Wonderland	KA/WE/RA	Possible activities may include: Ice Rink / Stalls / Father Christmas / Sleigh / Astronomy / Fairground Ride Local Businesses may sponsor?	24th November
Xmas Activity - Hampers	AH + ALL	Non-uniform day prior to hamper sales at Nativity Plays Hampers wrapped in school or Huddle. Ticket Sales in advance (in playground)	Non-Uniform Day xx Dec Wrapping xx Dec Advance Ticket Sales xx Dec Ticket Sales & Draw xx Dec