

**Cropwell Bishop Friends of School - Meeting Minutes**  
**29/11/18 Class Rep Meeting 7.30-8pm & Events Meeting 8-9.30pm**  
**Chequers Pub, Cropwell Bishop**

**Present:** Helen DD, Helen J, Helen Fenner, Helen Auty, Lisa Firmage, James M, Suzy B, Suzi C, Tracy W, Claire, Lucy G, Aimi M, Sarah T, Ash

**Apologies:** Nic C, Tracey H, Carolyn H, Vicki O, Sandy G, Michele N

**Minutes of last meeting.**

**Proposed by**            **Seconded by**

Agenda Item	Discussion	Action
<b>Class Reps 7.30-8pm</b>		
Venue	Going forward meetings will be held in the school	HDD & ST to arrange
Class Rep Roles	Class Rep Roles - 4 Actions: Share FOS with your Class (teachers, parents / carers & children) Bring feedback to Committee Communicate and Promote FOS Events Recruit Helpers	
Pictures	Pictures taken and others to follow to: Put up on FOS Notice Boards Display in Classrooms	HDD to collate pics Nic to update FOS Comms for Notice Boards Suzy B will share with Teachers
AOB – Q&A	HDD and ADD have met with Miss Hussey & Suzy B regards Requirements  Miss Leivers is looking for Small World pieces. We await exact but need to consider sharing this via CRs to see if Parent/Carer body has any to donate, review sites like FB Marketplace before we buy new.  Helen F has sorted the Uniform. There is not much so we will need some donations. Items will be available at Nativity. Helen building eBay site to sell these (charity =free)  Comms to new Parent / Carers & or other interested parties - as to what FOS is and what we do should be pulled together and be available to share.  FOS member to attend New Class R Induction Meeting	See Event Meeting notes  Suzy B to collect and share exact requirements CR's to share on main comms platform  CR's to communicate AD to request text fm office when set up  HDD & AD to update docs & share for comms  AD - Planned into calendar

<b>Events Meeting 8-9.30pm</b>		
<b><i>This Term</i></b>		
School Meeting – Requirements	<p>HDD and AD met with SB and Miss Hussey regarding School Calendar and Requirements: No Money so buying Fundamentals vs “Extras” iPad Tablets remain the priority</p> <p>MUGA - £45K This includes involvement with the newbuild housing plans, community engagement, grants available etc. (+ some FOS £)</p> <p>Library Completion – Final purchase have been approved to complete the upgrade of the library.</p> <p>Small World and other smaller requirements being gathered in the Staff Room – (possible Brief Sheet)</p> <p>Maintenance of Historical FOS funded “Assets” – Outdoor Classroom, Garden, Library Books &amp; CGP Consumables</p>	<p>AD updating last years discovery works &amp; will work with Suzy B and staff to gather specification Jo Wroughton is running &amp; will keep FOS informed</p> <p>Helen Auty &amp; Carolyn will complete &amp; coordinate with Suzy B re “Library Opening” afternoon invite</p> <p>Suzy B to provide details when they are available</p> <p>AD working with Liz Wilson to gather and create central list including; Warranty &amp; Maint Costs</p>
AGM Date Change	The Oct date does not allow for the new year to hit the ground running. Suggestions were made to move this to June or July. Suzy confirmed June more suitable for teachers to have and idea of requirements	New date 13/06/2019
Christmas Cards	£1288 taken over 136 orders – Unclear as to actual FOS profit. Learnings for next year – start earlier and point parents to best % FOS offer	Sarah T to continue to collate & get orders out when they are returned
Film	£440 Taken so far, +90 children coming. A great success. Santa and Pressie seem to have made a difference. Squash in dispensers & cups, Popcorn in bags, Biscuits and Gift (Book – sorted with Victoria Flint – Usborne)	HDD, AD and Suzi C to help Helen Wrap (Mon/Tues) AD to make Popcorn, Bring Santa’s Pal & Computer HDD to bring “Elf” DVD
Uniform	Helen Fenner has sorted the Uniform.	As above
Stilton Stumble	Committee still working to better understand SS Other ideas – Sponsorship, Running Groups, TShirts, 10km Prog	HDD in comms with Carolyn H & Andy Trevers to get more detail
Nativity	FOS will: Sort Refreshments & Sell Uniform Not do a video but consider doing dressed / posed photos on stage to buy.	Helen Auty & Lisa Firmage – Thursday Aimi Mc & Lucy G – Friday Suzy B to investigate Safeguarding
<b><i>Spring Term</i></b>		
Valentine Disco	Date tbc in the School Hall	Suzi C and Helen J to arrange
Pub Quiz	9 <sup>th</sup> March 2019 at the Plough in Cropwell Butler	Aimi M and Lucy G to arrange
Easter Film & Egg Hunt	4 <sup>th</sup> April 2019 in the School Hall	Helen Auty to arrange
<b><i>Summer Term Event</i></b>	An extension of traditional event. Change to date to give longer social event. Knock Out Games – Gladiator – Band – BBQ & Bar Contacts in Parent/Carer body – harness friends & families. Sponsorships to be investigated.	New Date 22/06/19 Sub Committee - Aimi M, Lucy G, James M, Helen & Ash. Suzi C to support – Meeting 11/12/18

<b>AOB</b>	Postpone Fun Run into another Event  FOS Email logged into and can be used – i.e. Uniform Requests  New Coop have requested attendance at Opening of FOS & School Uniformed Children to cut ribbon  The next Newsletter is due out  Catherine Bunyan is investigating Corp Sponsorship. This is also Aimi's skill	Tracey H to arrange (supported)  Sarah T to man  Suzy B to confirm time on 04/01/19 Sarah T to coordinate  Sarah T creating – ALL to consider FOS story may add  AD to pass Catherine Aimi's email address
<b>Next General Meeting</b>	TBC	HDD to Arrange