

Friends of St Mary's School

Registered Charity 1022264



Church Road
Yate
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General Meeting Minutes

Wednesday 4th May 2016, 7:30, The Lawns pub

Present Mr Bird, Lynette, Sarah G, Ellen, Kerry S, Hywel, Marc, Neil, Dave A

1. Apologies – Danielle, Nic White, Chris H
2. Treasurer's Report Currently -
£6463 in the bank
£410 petty cash (including floats for Castle Coombe)
Savers account is the same
Comedy night final figure is £2098

So far we have raised **£6017** this year so far
Also noted is that the gambling licence will double in Jan, to £40

3. Approval of the minutes from last meeting - tick.
4. Actions from the last meeting

Castle Combe cycling – plans are underway. Dani has loan of a van will be at school 1-2
Marc will support and get another van if needed.

Code of Conduct/ Complaints Procedure

Will be great to have it in place soon, needs a few tweaks. Code of Conduct needs a safeguarding sentence, referral to complaints procedure and a typo changing.
Complaints procedure needs Stage 3 investigating further
Also a Safeguarding policy needs creating (hopefully PTA UK will be able to provide us with one) EK to pull together.
We decided to use the same complaints log as the school and will keep spare sheets in the first aid kit, which will be at every event. Any filled out forms will be kept securely within school as they may hold private and sensitive information.

First Aid – in the pipeline

Website Browser – in the pipeline

5K – meetings going well. Sponsorship looking great. Need to get volunteers to marshal and support on the day. Ask everyone you know!

Tuckfield Tournament 9th July

4 helpers so far. BBQ and Tuck in the pipeline. It was decided we need to ask St John's to cover in case of injury. Risk assessment needed. DA to contact JB with details of lines to be painted.

Cake Sales

Friday 27th May Red & 6M

4B, 4O & 6RE to still do one. Mr Bird happy for them to be any Friday but not 1st July.
Check with office first to confirm. EK to talk to reps.

Possibly change cake sale fundraisers for next year, maybe 3 bigger events, sponsored somethings, maybe get the children a lot more involved in the raising of money for their trip.

Hotplates – Now need to go as they are rusty.

Ramp – now finished!!

Scrappers update – Suzanne sending regular details of monies to LDN

Disco plans

EK to check with Justin if still okay, Neil and Marc happy to do the bar. Lynette looking into things to sell. No balloons for this one.

Proposed date for summer Disco is 22nd July – need to check with school. Sarah to support Lynette (and I will if I can) with the balloon release plans. The class to sell the most balloons will hold the net and release them!

5. AOB

*Mr Bird's plans for the playground underway.

*The morning of the 2nd July to sort out Green Goddess, dig out grass, get rid of hotplates and a general sort out of all the friends things. – Helpers needed!! Lynette to chat with the office to see if the new caretaker wants to swap the storage over.

6. Date of next meeting/Chair of next meeting Hywel to Chair on Monday 20th June 730 the Lawns

Actions

EK to finish the alterations on the polocias

DA to contact JB with the line details

EK reps Cake sale

LDN chat to office re 'the storage' and chat about the Yearbooks, Teatowels and Label

Planet with their organisers

Next meeting

Agree Code of Conduct and Complaints Procedure, possibly safeguarding.

Sumer disco

5K

Tuckfield

Tidy up day

Cake sale changes?

Date to do the diary

Frist aid

Website browser