

Friends of Wantage CE Primary School

Charity no. 1093139

Minutes of a Committee Meeting

held on

Thursday 17th November 2016



Present: C Godfrey, Vanessa Hope, Sarah Gniadek-Pitt, V Munday, Victoria Douglas, Storm Disney, Suzie Dirtchburn, Sharon Whyte, Rachael Locke,

Apologies: Vicky Munday, Lisa Withers, C.Burgess, Aim Sim, Suzie Boot and Cat Ringsell.

1. Minutes of the last committee meeting on 13th October 2016 were approved.
2. **Treasurers Report** given by Vanessa (full report provided by the Treasurer)
 - Due to the early AGM taking place on 29th June, opening balance for the new financial year is shown as 1st July 2016 therefore a loss of £498.33 is shown in this years accounts as a result of delayed expenses/cheques etc for previous year.
 - Family Disco raised £1043 in sales generating a profit of £542.59
 - Boogie Beat Party raised £74 in ticket sales but incurred a loss of £44.65
 - £700 cheque given to school in respect of school trips for the entire year.
 - Request made to ensure all receipts/invoices to be supplied to Treasurer in a timely manner.
 - Savings account to be closed down
 - Current balance is £6793.28
 - There are currently a total of £803.88 pending transactions
3. **Matters Arising**
 - Christmas cards have been collected.
 - Confirmation given that cost of replacement mats is £1000
 - Suggested that consideration be given to purchase of tarp to cover mats in the future to prevent damage.
 - Class reps are now all in place.
4. **Funding request** – Request from Miss Winters to purchase light box for reception year-approved..
5. Christmas Raffle – Staff have decided that it would be preferable to have a cash raffle rather than a hamper as it is quite late and concern also raised about too many requests for donations. 2 books of tickets will be sent to each family. 1st prize to be £100 2nd prize to be £50 and third prize to be a hamper.
6. Christmas Fair -
 - Tables – classroom tables to be used
 - Kitchen – Awaiting response re gas training.
 - Father Christmas – Cover arranged from 330 – 430 but possible alternatives being looked at.
 - KS1 library to be available from 130
 - Boogie Beats require YR4 classroom from 4pm
 - Access for Fairground rides to be arranged.
 - Santa outfit to be confirmed
 - Access available to the hall from after lunch.

Stall holders to arrive from 2pm

Helpers required from 1pm

Need additional assistance to ticket up in the morning.

Need wrapping paper for presents

Need to review Present Palace items and purchase additional.

SGP to arrange reminder email to parents for donations.

7. Gardening Update – Update given by SGP. Rough drawings have been given to staff. Requests for equipment have been received. More equipment for KS2 playground has been requested. Miss Varney has been looking at what children want. Costings required. Costing up required for improvements to sand pit.

8. AOB – CG has asked for confirmation of Mothers Day Present Palace re space required. Agreed it will take place week prior to March 26th

DRAFT