



Meeting of the Friends of Chandlers Field School

Wednesday 12 June 2019, 6 pm

Minutes

Attendees: Tina Lock (Chair); Sasha Stock (Vice Chair); Michelle Wenham (Secretary); Vicky Wells (Treasurer); Sorcha Armstrong (Vice-Treasurer); Gail Petipher; Amy King; Emma Kedge; Sarah Buckle; Mrs Williams (Head Teacher); Mr McKee (Deputy Head); and Mrs Walsh (School Business Manager)

Apologies: Emily Ayers; and Hannah Sanders.

1.	<p>Charity registration</p> <p>Tina noted that the Friends of Chandlers Field School had been formally registered as a charity.</p>
2.	<p>Penny Wars</p> <p>Tina noted that the children raised £414.41 over the month of May and that the winning class was Dragonflies.</p> <p>Mrs Williams asked Tina to attend a school assembly to announce the results to the children. Tina agreed to attend the assembly on Monday 17 June and Emma Kedge agreed to make certificates for the top three classes.</p>
3.	<p>Molesey Carnival</p> <p>Tina thanked all those that helped with the carnival and announced that the school won Mr Mole's Cup for the float. Gail noted that the cup has been taken away to be engraved and that the school should receive it shortly.</p> <p>Tina noted that the lucky dip raised £160.48; and we think around 200 children planted a sunflower seed to take home.</p>
4.	<p>Cake sales</p> <p>Over the course of the year £462.59 has been raised at the cake sales. Year 5 cake sale would take place on Friday 14 June.</p>
5.	<p>Summer Disco, Thursday 4 July</p> <p>It was agreed that tickets would only be sold in advance until Tuesday 2 July, all tickets would be purchased via ParentMail at a cost of £3.50.</p>
6.	<p>Summer Fair</p> <p>Tina asked Emma Kedge to give an update on the summer fair.</p>



	<p>Emma asked attendees to spread the word about the summer fair, especially in terms of help</p> <p>Stalls</p> <ul style="list-style-type: none"> • Volunteers needed for PTA stalls and the BBQ. • Year group teachers are responsible for getting volunteers for their stalls. • A request for volunteers would be issued via ParentMail and in the newsletter, noting that all volunteers will be put in a raffle to win a £20 voucher for a meal at Averno. • Outside stalls are all paid for. <p>Advertising</p> <ul style="list-style-type: none"> • A4 posters would be printed for local businesses to display in their windows • AJN had agreed to sponsor a banner for the school fence. <p>Raffle</p> <ul style="list-style-type: none"> • Tina noted that we have renewed our lottery licence and extended it for 2 years. • £1 for a strip of raffle tickets that will be on sale at end of week beginning 17 June. <p>Risk assessment</p> <ul style="list-style-type: none"> • Mrs Walsh agreed to pass on the risk assessment from the previous summer fair and to help with updating it.
7.	<p>Frozen Fridays</p> <p>It was agreed, on a sunny Friday, that Ice Pops could be sold on school grounds.</p>
8.	<p>Future fundraising ideas</p> <ul style="list-style-type: none"> • Adult evening events <p>It was agreed, in September, we would host a bingo evening.</p> <ul style="list-style-type: none"> • Sports Day Refreshments <p>Tina inquired about selling refreshments at sports day; Mrs Williams said it could be discussed once plans for sports day had been confirmed.</p> <ul style="list-style-type: none"> • Second hand uniform sale <p>It was agreed that a request for old school uniforms could be issued and the first second hand sale will be on a date to be agreed.</p>
9.	<p>Date and Time of the next meeting</p> <p>It was agreed that the next meeting would be an informal coffee morning on Monday 22 July at 9 am.</p>