



Minutes of the Meeting of The Friends of Chandlers Field School

Wednesday 15 January 2019, 9am

Present: Tina Lock (TL), Sasha Stock (SS), Sorcha Armstrong (SA), Jade Eldridge (JE), Gail Petipher (GP), Cathy Weller (CW), Emma Kedge, Hayley Matthews (HM), Leanne Cross, Tanya Eagles, Katie Dinning

Apologies: Michelle Wenham, Vicky Wells, Katie Burchett, Holly Fox, Amy King, Hannah Sanders

		Actions
1.	<p>Welcome/Apologies from our Chair, Tina Lock</p> <p>TL welcomed everyone to the meeting and thanked them for attending. Apologies were given (above).</p>	
2.	<p>Minutes from last meeting</p> <p>All our past meeting minutes are now available on our facebook group but not yet on the school website. The only action points left outstanding were for Mrs Williams to submit costings for the sunshades and Michelle for the wet play toys.</p>	<p>Chase up school about getting minutes on website (SA)</p> <p>Chase up costings (TL)</p>
3.	<p>First Aid Training</p> <p>TL explained that we had now booked first aid training for the 'Friends' (up to 20 adults), to cover events that we are expected to provide first aiders for (such as discos, film night, summer fair, fireworks etc). In addition to this, the 'Friends' will sponsor training for the whole school (all the children and some staff) as well. The total cost for all of this will be £760, money well spent we hope. This will take place on January 28th – class reps and regular volunteers please get in touch if you are interested.</p>	<p>Let TL know if you are interested in attending the first aid training, particularly if you are a regular volunteer</p>
4.	<p>Upcoming Events</p> <p>20th- 31st Jan Penny Wars Penny Wars was postponed and now starts next week. Posters have been printed and will be put up around school. As per the discussion at the last meeting, the prizes will be decided by the class teacher, for example, wet play toys, 'We won penny wars' pencils, or a class trophy!</p> <p>7th Feb: Year 4 cake sale 6th March: Year 3 cake sale Usual format, after school in the Year 6 area. One committee member will be on hand and bring the float, please could Year 3 & 4 class reps organise for a couple of volunteers to help with the selling and also encourage all the parents in your classes to make/ buy and bring in cakes, biscuits, brownies etc. Bring</p>	<p>Penny Wars Trophy/ pencils? (SS)</p> <p>Year 3 and 4 reps, please run cake sales: (Amy King, Cathy Weller, Hayley Matthews, Hannah</p>

	napkins, old plastic boxes or takeaway containers – people often buy up to 6 cakes with nothing to put them in. Also bring a knife to cut up whole cakes.	Sanders, Hannah Rose)
5.	<p>Friends of Chandlers School Annual General Meeting (AGM).</p> <p>We propose either 11/3 or 18/3 for our AGM, at 7.30pm. Whilst we appreciate that there is no time that suits everybody, we have decided to go for an evening meeting as we have found this suits more people overall. Please get in touch if you would like to raise an issue, or suggest anything, but can't attend the meeting.</p> <p>At this meeting, the current committee will need to step down. Any member of the 'Friends' who is interested may nominate themselves (including previous committee members) and then we will hold an election for new committee members. To this end a short 'job description' of each committee member will be circulated in due course. Please do consider joining the committee or helping out in some of the other roles that we need help with.</p>	Confirm date of meeting with school (TL)
6.	<p>2nd April: Easter Raffle</p> <p>Could we all start getting/ collecting donations from local shops/ businesses? We need to produce a poster and get it up asap. We will organise a week of selling tickets in the playground before the raffle itself. We have a raffle licence for the whole of this year.</p>	Poster for Easter raffle (SS)
7.	<p>Purchasing</p> <p>It was previously agreed that we would fund the purchase of 3x picnic tables for the reception playgrounds. After consultation with the school we have found suitable, hardwearing and sturdy tables at cost of £259.95 each. Total cost to be funded by FOCFS is £779.85.</p> <p>We also agreed to purchase the popcorn machine that Tina had borrowed for the movie night, at cost of £40. It will come in handy at all our events and help to keep costs down.</p>	Laura Walsh to purchase the tables on behalf of FOCFS
8.	<p>AOB</p> <ul style="list-style-type: none"> • Why don't we have lunchtime club such as 'Penguins' – quite a few of our children need it. Also is there a 'quiet room' for children who need it? (suggest this is raised with the school directly) • Sunshade/ Sail for the playgrounds: still awaiting costs from school • Tesco Coins (fundraising): TL looked into this but the scheme has closed to new applicants as they were overwhelmed with requests • Funding/ bids for larger amounts: One of the schemes opens in February, we should be bidding for funding, perhaps for the sunshades? (JE, GP). Ideally we need a member of the FOCFS to take a lead on this, supported by a member of staff at the school. JE? • PE uniform for district sports/ football team kits etc: It was pointed out that the school's image could be better at events, if everyone had matching kit. Could the FOCFS purchase some kit? Again, we need someone to take a lead on this and liaise with PE teacher/ dept at school... • We need more benches for the children to sit on in the playgrounds, not just in reception, could this be something that we fundraise for? 	<p>Please get in touch if you think you could offer some help in these areas</p> <p>Funding/ bids</p> <p>District sports/ football team kits</p> <p>Benches</p> <p>Decide whether or not to do the quiz night (TL/SS/SA)</p>

	<p>Suggest that we produce a list of items that we would fundraise for, to be prioritised and agreed by school.</p> <ul style="list-style-type: none"> • Quiz Night – in the diary for 24 April. Will this still go ahead? There was a feeling that people would rather have another movie night instead. It was easy to organise and run, and made a good profit but there was also support for the quiz night in previous meetings – ask all reps, ask around, what would people prefer? 	<p>Prioritise purchasing list with school (SA/TL)</p>
	<p>Date of next meeting (tbc)</p> <p>Wednesday 11th March 7.30pm</p>	

Dates for your diary:

20 Jan	Penny Wars starts (runs for 2 weeks)
7 Feb	Year 4 Cake sale
5 March	World Book Day
6 March	Year 3 Cake sale
23 March	Tickets on sale for the raffle
2 April	Easter Raffle
24 April	Quiz Night – tbc
13 June	Molesey Carnival
18 June	Summer Disco
26 June	Year 1 Cake Sale