



Friends of Alderman Jacobs School

GENERAL MEETING MINUTES –

Attendees: Richard Darracott, Tina Vinn, Nicola Baker, Micheala Southwell, Kelly Rudd, Shardie Winfield, Adam Winfiend, Joel Combes, Lyndsey Frickleton, Katie Moore, Marisa Overend, Adelle Vargo, Jenny Lynes-Smith,

Apologies: Kayleigh Luxford, Tara Flatters, Chris Holland, Nicol Gray, Krissy Mills

Item		Discussion/actions	By whom
1.	Welcome and apologies	<ul style="list-style-type: none"> Welcomed a new potential member and had previous attendees joint, we hope to see you again at the next meeting 	
2.	Minutes of last meeting	<ul style="list-style-type: none"> Minuets of last meeting to be published once Google drive is open to FOAJS Trustees 	JS
3.	Financials Update 1. Treasurers Report	<ul style="list-style-type: none"> Lottery licence £20 paid Current bank balance £2859.24 	NB
4.	Activities Feedback Road safety campaign – feedback Road safety campaign – to be added to calendar as annual event?	<ul style="list-style-type: none"> Assembly took place with a local PCSO attending to present the £10 Amazon voucher to the winner of the naming campaign. This was met with excitement from the students. Photos were taken and a corresponding article will be issue in the Fens magazine to raise awareness of safe parking around school. Article and photos to be sent to NB A vote was cast to add this to the calendar as an annual even to be run in the October of each year. <p>Votes cast For 13 Against 0 Outcome: Event added to the FOAJS annual calendar</p>	RD MS KR/MS
5.	Upcoming Events Fete – Stall planning	<p>SCHOOL STALLS</p> <ul style="list-style-type: none"> Trash treasure Cakes refreshments Bbq Lucky ducks Wine / water Face paint – Need a volunteer Hair Football challenge Ice cream Raffle 	NB



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		<ul style="list-style-type: none"> • Tombola • Pocket money Stall to be looked into – need to check left over stock and check the profit margin from the last on held • Risk assessments complete for all school stalls <p>EXTERNAL STALLS</p> <ul style="list-style-type: none"> • 2 x Candy floss stall confirmed • Awaiting First responders stall form and risk assessments • NB will re-contact potential stall holders as some haven't confirmed/declined • Defibrillators for all are to be contacted for first aid cover on the day • It was decided the outside bar will not be going ahead due costings. • KR to contact all pubs / off license for wine to run a Wine or water stall 	<p>KR/NG</p> <p>NB</p> <p>NB</p> <p>KR</p> <p>NB</p> <p>TV</p> <p>RD</p> <p>KR</p>
	Fete – Main arena planning	<ul style="list-style-type: none"> • Main arena events confirmed are, Tug a war, Majorettes and AJS choir • Lynne Crawford to be approached to perform and get children involved 	<p>NB</p> <p>TV</p>
	Fete – Raffle feedback	<ul style="list-style-type: none"> • Fete Raffle tickets have been given out via the Students. • Lots of prizes already collected and more arranged – great selection of items ranging from Candles, meals, MOT's and gift vouchers 	<p>NB</p> <p>RD/KR MS/JC</p>
	Fete – Promotion	<ul style="list-style-type: none"> • 2 fete posters were voted on Poster 1 (Sunglasses) X 0 Poster 2 (Greenery) X 13 <p>Votes cast Poster 1 votes 0 Poster 2 votes 13</p> <p>Outcome: Poster 2 will be used to promote the Fete</p>	<p>RD</p>
		<ul style="list-style-type: none"> • Amendments to be made to the poster before being distributed are: Main prizes and donators to be added and Adult admission fee of 50p • AV to distribute around businesses once amendments have been made • Poster to be shared on social media via FOAJS members 	<p>NG</p> <p>AV</p> <p>KR/ALL</p>
	Fete – Any other business	<ul style="list-style-type: none"> • Volunteers are required to help organise and part set up the fete Friday 28th June and to help on the 29th June. All offers to be put forward to RD. Once volunteers are known RD will liase with NB and arrange a stall rota and allocation of jobs. 	<p>RD</p>



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		<ul style="list-style-type: none"> FOAJS Hi Vis vests are to be worn by all helping to ensure we are visible and accessible Once volunteers are known MS will email them and compile telephone numbers so all helpers can contact each other whilst conducting fete duties. Freeman Butchers have confirmed meat prices for the BBQ and will do the same as last year. 200 Sausages – Precooked 40p each 250 burgers – Precooked 60p each Total cost £220 A vote was cast for or against this offer <p>Votes cast For 13 Against 0</p> <p>Outcome: Accept the offer and pay £220 for the precooked sausages and burgers</p> <ul style="list-style-type: none"> A deliver/time date will be arranged Nisa have confirmed they will supply the rolls for free Onions to be purchased and precooked by FOAJS prior to the fete 	RD MS JC RD JC NB TBC
	Requests for support 1.	No requests this month	
	AOB <ul style="list-style-type: none"> EY starter pack FOAJS introductions 	<ul style="list-style-type: none"> Flyer to be produce by the FOAJS secretaries to promote the FOAJS. Printing costs to be investigated and reported in the next meeting. Once finalised these can be given out at events and distributed with the new starter packs. Google Drive log ins for the trustees given out at the meeting. Any problems let JLS know FOAJS GDPR policy to be checked and reviewed NB to make fete plan 	MS/KR JLS KR/NG NB
	Date and time of next meeting	18 th June 2019 at the AJS School 18:30	