## Friends of Alderman Jacobs School

## GENERAL <br> MEETING MINUTES - 16/07/2019

Attendees: Tina Vinn - Shardie Winfield - Adam Winfied - Krissy Mills - Marisa Overend - Micheala Southwell - Nicky Baker -Nicol Gray - Kelly Rudd - Lyndsey Frickleton - Joel Combes- Chris Holland
Apologies: Richard Darracott - Jenny Lynes Smith - Tara Flatters

| Item |  | Discussion/actions | By whom |
| :---: | :---: | :---: | :---: |
| 1. | Welcome and apologies | Apologies | TV |
| 2. | Minutes of last meeting |  | TV |
| 3. | Financials Update <br> 1. Treasurers Report | - In the bank £6995 All bills paid | - |
| 4. | Activities Feedback <br> Fete Individual Stall Profits <br> Overall Fete Profit <br> Fete Areas in need of Improvement \& Areas that did well | FETE profit <br> Football Challenge £66.02 <br> Activity Area $£ 35.60$ <br> Hair Braiding + Hair Spraying £26.82 <br> Face Painting £171.30 <br> Tombola £61.70 <br> Lucky Duckys £351 <br> Trash or Treasure £127.92 <br> Pocket Money Stall £120.65 <br> Wine or Water + guess the sweets $£ 144.50$ <br> BBQ £419.55 <br> Cakes £196.16 <br> Indoor Refreshments £28.52 <br> Outside Refreshments £284.08 <br> Ice Creams £310.52 <br> Entry Gate £249 <br> Main Raffle $£ 882.30$ <br> Bouncy Castle £195.80 <br> Total to bank with pitch fees and expenses £4341.85 <br> Hair braiding: Overall thoughts - was quite slow to complete each braid even with 4 people. Will possibly need more volunteers next year and possibly a couple of people arranging the braids and beads -Next year will have less expenditures due to having a stock left over. <br> BBQ: Sold out of burgers \& had left over sausages - There was less burgers than previous years so maybe order a few more burgers next year and less sausages. |  |

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| 5. | Upcoming Events <br> New Starters Ice Cream Afternoon | New Starters Ice Cream Afternoon Friday 13 $^{\text {th }}$ <br> Volunteers to hand out leaflets and use these as a ice breaker to explain about FOAJS. <br> We will also relaunch the school safety sign naming competition to be launched at the early years ice cream event with a week's entry time. <br> The FOAJS video is to be set up to play on loop in the early year's classroom. <br> 7 people have volunteered but the even will be arranged via messenger. <br> Ice cream token: Nicol will email Kelly the vouchers to print <br> Nicol will send Tina last years Ice Cream Social email to be amended and resent for this event <br> Ice cream cones are in stock we will need the volunteers to bring ice cream scoops. <br> Halloween Disco <br> $17^{\text {th }}$ Thursday - Chris is available <br> Will organise in the next meeting <br> Pocket Money Stall: Stock will be needed for the pocket money /secret Santa stall later in the year as all stock has been sold. | All Volunteers <br> TV \& RD <br> $N G \& K R$ <br> NG \& TV <br> All volunteers |
| 6. | Requests for support | none |  |
| 7. | AOB <br> Road Safety <br> Campaign | Road Safety Campaign <br> Nicky/Nicol are talking to Chelsea about photos in October, looking to have a photo with children and the yellow zigzag lines outside of school to use in Road Safety campaign - <br> Yellow Lines: Carried over - Rick to contact council regarding the faded yellow lines outside school - Would be ideal if this could be complete before the above photos <br> GDPR: Carried over - Nicola will look into this and forward to Kelly or post on the G Drive | NB \& NG <br> RD <br> NB |

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|  |  | Thank you: Nicol has passed the thank you cards to Micheala. Nicol will forward the insert flyer to Kelly to amend to this year's total. | NG |
|  |  | Kelly and Micheala will amend and print the final flyers and insert them into the thank you cards and distribute them to all Fete donators and the Bouncy Castle company. | MS \& KR |
|  |  | Banner: Nicol to borrow a banner for road campaign photos and look into having one made (Advertise the printing company at the bottom for a better deal) | NG |
|  |  | Trustee Emails <br> Carried over: The Trustee new emails are still not working Jenny was looking into this | JLS |
|  |  | Trustee Shared Drive Access <br> Action Completed by Adam and Drive shared Rick to check he has the shared Drive and let Kelly know | RD |
|  |  | AJS Website FOAJS Meeting Notes <br> The meeting notes have not been published on the school website since December. Kelly to contact Sarah Wood to update these and upate the Trustees information | KR |
|  |  | Next meeting agenda <br> Xmas card - Check how early we can start the process. | NB |
| 8. | Date and time of next meeting | 24 September 2019 - Straw Bear Public House |  |

