

Friends of St Catherine School Committee Meeting

Date of Meeting: - Wednesday 19th September 2018

Time: - 7:00pm

Venue: - School staff room

Attendees: - Charlotte, Dave, Alessia, Simon, Holly, Liam, Carolyn

1) Apologies: - Marie, Jayne, Iain

2) Charlotte talked about establishing roles for each member of the committee. Roles were agreed, and some committee members agreed to take on additional roles and responsibilities. (See document "Roles and Responsibilities within committee")

Actions

- Carolyn will bring in a copy of her first aid certificate and Personal Licence once she receives it in the post. Look into possibility of applying for a premises licence in the future

3) Planned events

- Alessia agreed to take on coffee mornings and will talk with Father Brian regarding which day of the week would be most acceptable, these will be once a month. We will also consider asking for donations for teas and coffees going forward to cover costs.
- Estate agent boards for the summer fayre – Alessia to investigate whether we can get a better offer from another estate agent and ask Coopers to match the competitor offer.
- Liz has offered to send another committee member on a First Aid Course – Holly expressed an interest in doing this.
- May Fayre – There was a discussion on whether we could sell hot dogs at the May Fayre, further investigation and discussion with the organiser of the May Fayre required.
- There was a discussion about the group which Liam is putting together to be known as "Liam's Men". It was suggested that this is not included in the

list of FSCS events. It will still take place and Liam will make a donation to the FSCS after the group have met.

- Bag to School – Holly has the bags, and these will be going out to families on 28th September and bags will be dropped at the school on 9th October. Simon suggested that we put some bags through the letterboxes of houses on nearby streets, asking residents to leave their filled bags of clothes outside their front doors on the day of the collection. He offered to pick up these bags and deliver them to the school on the morning. It was suggested that we order a stamp with our new logo once this has been chosen. There was also discussion of the possibility of changing the date of Bag to School for next year to the first or second week of September as we may get more donations this way as people are often clearing out their summer wardrobe at this time.
- Italian Bingo – Alessia has found an app which she can use for the bingo calling which can be projected onto a screen in the parish hall. Simon to set this up. Simon agreed to be the bingo caller for this event. Alessia will test this app before the event. Regarding prizes for the Italian Bingo, it was suggested that we could ask for a mufti day and ask for donations of bottles to be used as prizes for this event.
- Halloween Disco – Holly has purchased decorations and prizes. Carolyn has offered to donate Halloween decorations from Sainsburys to be used for next year's event.
- Simon agreed to film the Christmas productions as usual. There was a discussion around the price we charge for the USB/ DVDS. It was agreed that we could increase the price. It was suggested that we could charge £10 on the day and £12 after the event. Simon also suggested putting high resolution photos online for various events throughout the year which could be purchased by parents.
- Pancake flip will run as usual. Action – Holly will need to book the 5th March off from work.

4) Events from recent years

- Christmas Fayre. There was a discussion about changing the format of the Christmas Fayre as it has been run in the past. Simon suggested a Saturday event in the school where children can come and watch a Christmas film and we could run some of the stalls which have been used at the Christmas Fayre in the parish hall in the past. There was a suggestion of selling roast chestnuts and mulled wine. There was also a suggestion of running a Christmas Disco. ACTION – A meeting will need to be arranged ASAP to plan and discuss our Christmas event.
- The Christmas Card Project was discussed and feedback from various families within the school was mentioned. A vote was taken on whether the event should continue. The majority voted against. If this year's project has already been booked, then it will continue as usual. This will need to be discussed with Marie.
- PTA gift day. There was a discussion about the gift day and whether this event should continue in its current form. The increasing price was mentioned as was the quality of the gifts and the fact that some children felt left out if they didn't get to buy any gifts or had less than their peers. Simon suggested a new event focussed on the act of gift giving itself rather than the gift. Token gifts were suggested as was the possibility of the children making personalised Christmas crackers for family members with a small gift inside. It was agreed that the event should be more inclusive with every single child in the school taking part.
- Christmas Raffle – The school governors usually donate the prize for this. Holly suggested running a Christmas themed 100 square. Liam spoke of a 500 square game. Tickets are picked out of a hat and whichever number you draw, that is the price you pay for your ticket. e.g. if you draw 399 you pay £3.99 for your ticket. This will need to be discussed further.

5) Extras we provide

- Christmas Panto has been paid for this year. There was a discussion around replacing the Christmas panto with a show in school for the whole school or a panto by the teachers and staff for next year. It was agreed that this will need further discussion before next year's panto is booked if changes are to be made.
- Christmas lunch – Action – Christmas crackers need to be purchased as soon as these are available in shops. Holly to look in Poundland.

6) New ideas for events

- Bingo Nights – The possibility of running more themed bingo nights was discussed. It was suggested that we could invite our polish community to run one and our other international communities within the school. One of the parents in school, Seb runs a catering company, there was a discussion around letting him cater at one of these bingo nights.
- Pub Quizzes – Liam has agreed to investigate venues and possible dates. Liam suggested we find pubs which already run quiz nights and ask them to hold one for the benefit of St Catherine School.

7) Purchase requests from Miss Doonan and other business

- £350 for clothes for children to dress up in and a storage box for the playground. A vote was taken, and this was agreed.
- £650 for the EYFS garden for decking and raised plant beds. It was generally agreed that we needed more details of the plans and more options. A vote was taken and the plans as they stand were voted against. (Since the meeting the plans were outlined in more detail by Miss Doonan and another vote was taken and the majority voted in favour and the purchase was agreed.)
- Trolley to replace the one currently used for the bouncy castle. This purchase was agreed in principle. Dave to investigate prices.
- Halloween Disco – Holly has purchased the prizes and decorations.
- Italian Bingo – We need to buy ingredients for the food being served on the day and to buy drinks. Alessia will investigate prices.

- Simon mentioned that we will need to look into buying new covers for the gala tents/ gazebos as they are becoming torn and damaged and will need to be replaced at some point.

8) Next FSCS meeting was arranged for Monday 1st October at 7:30pm in the staff room. This will need to be confirmed after discussion with other committee members not present today.