

## FRIENDS OF WOORE SCHOOL

### MINUTES OF MEETING – WEDNESDAY 22 NOVEMBER 2017, 8PM

In attendance:

Natalie Bowen-Jones (Chair)

Eve Bailey (Vice-Chair)

Jessica Lear (Treasurer)

Sarah Scott

Sharon Oakes

Apologies – Lydia Beeston, Nadine Smethurst

This meeting was arranged to discuss the details for the FOWS Winter Wonderland, due to take place on Friday 1<sup>st</sup> December at Woore Victory Hall.

#### Updates from team on actions from previous meeting:

SS is on-track with the decorations for the hall and the grotto. She will be getting the 'fake snow' this week.

JL has got the packs of chocolate for Santa presents – 72 packs in total. After discussion it was decided to get one more box (24 more packs). Any leftovers can be used on the tombola. **ACTION: JL to purchase**

SO updated on the list of raffle prizes she has collected. Has tried to make contact with The Boar's Head but no response yet. **ACTION: SO to ask The White Lion if they will donate a voucher.**

**ACTION: NBJ will ask all stallholders if they can donate a prize**

Santa is booked for the Winter Wonderland but not for the school party yet – **ACTION: NS to check with Rachel at school if he has been contacted, and if not NS to contact him to arrange.**

It was decided to buy one gift for Santa to say thank you for both events.

#### Discussion on pricing:

Kid's activities £1.50 a bauble

Santa's Grotto - £3 per child (under 2's free)

Raffle - £1 a strip

Hot chocolate bar - £1.50 per cup plus toppings

Chocolate tombola - £1 for three go's (numbers to match)

Bar list – mulled wine £2 a glass, tea/coffee £1. There is also some leftover drinks from fete to be used. **ACTION: JL will do the price list for the bar and all the signs for Hall.**

#### Jobs to be done:

Refreshments still to be purchased (mince pies, biscuits, cakes, milk) **ACTION: JL to continue with this. ACTION: SS will get 12 bottles of mulled wine.**

**ACTION: JL to ask Marni if school will send a text asking parents for donations of chocolate for the tombola. ACTION: NBJ will also get some using the FOWS budget (£20)**

**ACTION: NBJ to get in touch with someone to do face painting**

**ACTION: NBJ to confirm with Lydia O'Dowd and confirm with the choir**

**ACTION: NBJ to do timeline and floor plan**

**ACTION: All members to bring lights and slow cookers if to the event**

**ACTION: EB will do the A frame outside the Hall**

**NBJ/JL to check for bin bags in the FOWS shed, plus float boxes.**

**JL to order money for floats**

**NS to organise music**

Jobs on the night:

Bar – Peter Scott

Santa's Grotto – Sarah \*plus a helper for Santa\*

Kid's activities – Eve

Raffle and collection of money from stallholders – Nadine

FOWS table – Lydia

Chocolate tombola – Sharon

Hot chocolate bar – \*need two people\*

Natalie to 'float', Jess to look after monies and help out where needed

A message was sent on the Whatsapp group asking for help – no response as yet. **ACTION: FOWS to ask at school to see if any parents will help out where needed.**

Other business:

NBJ confirmed that she will be placing the book order for the children's Christmas books tomorrow (Thursday)

Date of next meeting to be confirmed after Winter Wonderland.