

## **FRIENDS OF WOORE SCHOOL**

### **MINUTES OF MEETING – WEDNESDAY 16th JANUARY 2019, 8PM, THE WHEATSHEAF ONNELEY**

#### **In attendance:**

Richard Tyrrell (Chair)  
Eve Bailey (Vice-Chair)  
Jessica Lear (Treasurer)  
Lydia Beeston (Secretary)  
Sarah Scott  
Sarah Shapiro

#### **Apologies**

Natalie Bowen-Jones  
Helen Jackson  
Sarah Cheadle

#### **Agenda for the evening**

- Finance update- JL
- Outstanding actions from last meeting- RT/LB
- Communications/Committee looking ahead- RT
- I Pad's update
- Easter 2019- All
- Summer Fete 2019- RT/All
- Actions captured in meeting
- AOB- All

#### **Finance update- Jess**

- JL updated the committee; currently have £4,777.11 in the bank
- Great news- the Christmas 18 Hampers raised £210- huge thank you to everyone involved.

#### **Outstanding actions from last meeting**

- **NBJ-** Gifted I Pad for school- I Pad Repair update & then agree on giving to Mrs Ward.
- **LB-** Update distribution list & make sure contact names on email for minutes are correct- COMPLETED

#### **Communications/Committee looking forward**

- Agreed that FOWS would review the 'active' committee members regularly and ensure as a minimum that its formally reviewed quarterly at face to face meetings so we keep our contact names on active groups, i.e. Facebook, minutes on email, what's app up to date and reflect those who are actively participating/engaged on FOWS.
- Agreed at meeting that we would reach out to Catarina, Becky, Eilisa & Kerry who kindly joined us at the AGM in Nov 18. Agreed concerns in that engagement will ramp up now in the lead up to the Summer Fete, therefore mutual agreement to remove both at this time from the active group on What's App & minutes, but LB to let them know to reach out to RT (Chair) if would like to be more actively involved In the future (action completed)

- JL confirmed that all the contact details and new chair (RT) have been updated on the charity commission website.

#### I pad update

- JL updated committee – FOWS are just waiting on Mrs Ward contacting Jess with full invoice for the I Pad's when ready. FOWS will then issue a cheque for the school. We very much look forward to sharing this with the school and the children.

#### Easter 2019

- All agreed that FOWS would like to donate again this year to the school an Easter Egg for each child.
- This will be arranged by FOWS and sent into the school W/c 8<sup>th</sup> April 19.
- All agreed at meeting that this year there would be no additional Easter fundraising.

#### Summer Fete 2019

- Good initial progress made at meeting
- Date confirmed & agreed- Saturday 13<sup>th</sup> July
- Time confirmed & agreed- 2pm-4pm
- Theme confirmed & agreed: "Woore's Got Talent"
- Main "attraction" confirmed & agreed- Inflatable Go Karting (on field)
- Printing for Brochure- confirmed & agreed- Joe from Audlum Printers (3rd year)
- RT kindly volunteered to be lead for the brochure liaison with the printer and also the compiling of all the adverts in readiness for print.
- Banners all good and ready for use.
- See actions log for detail on specific activities.

#### Actions captured in meeting

##### Richard

- Reach out to friend /publisher re support on brochure production for the Fete.
- Speak with Keele University about upcoming bands/singers who may be interested in being involved in the Summer Fete.

##### Eve

- Speak with Bob Dods to find out whether there is any costs to putting our FOWS logo/Summer Fete promotion in the Parish Magazine.
- Speak to Bob Dods also re Parish Magazine for cut off dates for June/July edition for promotion of Summer Fete.
- Re-engage Pepper Street Dancing School – share update at next meeting.

##### Jess

- Purchase Easter Eggs for the school this year.
- Email Marni and ask to update the Woore School & Nursery website with new FOWS committee details.
- Speak/Email Marni about a note out to all parents including recently new to push traffic/likes onto FOWS Facebook page.
- Update Richard details on the Santander account so that he can sign cheques.

- Speak and confirm with Beryl about Woore Victory Hall Booking for the 13<sup>th</sup> July.
- Inflatable Go Karting Company – party Shropshire – get quote and then reach out on what's app to confirm availability and whether we would like to go ahead- **COMPLETED- All agreed on what's app (5+ agreed).**
- Check with NBJ for any outstanding payments from Summer Fete 2018. Jess confirmed happy to take over list (if any outstanding) and follow up with businesses.

#### **Natalie**

- Bring or share in advance of next meeting with Jess/Sarah list of businesses for the previous year's adverts in brochure. Also the list of stall holders so we can agree owner in next meeting.

#### **Lydia**

- Email /contact Joe Audlum Printers to confirm Fete Date and that we would like to use this year. **COMPLETED.**
- Lydia to email school office FAO Rachel James to get Fly Over request (father in law) in for the Summer Fete (13/07) – **COMPLETED**
- Get in touch with Loggerheads local fire station for the attendance on the day of the Fete- **COMPLETED**- spoke to community liaison & completed request form- awaiting confirmation.
- Live Music for Fete- enquire whether can use same singer as last year- **COMPLETED**- Unfortunately already booked on another gig for the 13<sup>th</sup> July.

#### **All**

- Be on lookout for Ice Cream Man. Updates on what's App group. Lydia has a colleague at work whose father in law is a full time ice cream man so enquiries have started.

#### **AOB**

- Agree next meeting date for Feb 19- Done- see below

**Date of next meeting: Wednesday 13<sup>th</sup> February 2019, 8pm at The Falcon Pub.**