

Stuart Road Friends Association

Friday 9th January 2015

The meeting opened at 9am at Stuart Road Primary School

Present

Emma Price, Vicki Mowatt, Sonia Green, Mark Beavan, Doryenna Beavan, Michelle Russell, Mitch Frame, Deborah Prior, Laura Nitu, Kate Lyon, PSA, Kylie Nichols, Jo Barraclough, Tracey Viola, Pani Viola, Sonia Green, Romany Heartford, Sarah Drew, Catherine Orchard, Sarah Gregerson, Tom Gregerson.

Apologies

No apologies received.

Approval of minutes of the previous meeting

Signed and dated as an accurate record.

Matters Arising

Updated constitution, with 3 committee members + 1 supporting committee member, has been uploaded to Charity Commission via online service. Emma awaiting response.

Potential name change to be reviewed on return of survey and discussed next meeting.

Survey sent out but few responses received so deadline extended. Once back, review opinions.

Errors with survey – those who have completed already need to contact office to confirm they want to be entered into prize draw. Doryenna to update website and Facebook about this.

Notice board

Mitch says notice board will be in school entrance but Emma raised point that it would be good to have outside school entrance. Concern was raised about potential vandalism. Kylie suggested using old notice boards.

Website

Updated recently. Minutes will be on website. Michelle updates the website. Kylie suggested involving Y6 in this process. Doryenna asked about adding dates of SRFA meetings to website calendar. Mitch to follow up.

Storage

Ongoing issue with storage, particularly paperwork, but also resources. Mitch has sourced area for this purpose. Doryenna to look at. Request put out for school based filing cabinet.

Fund raising

Emma requested once again that receipts are named and dated with specific event identified.

After each fund raising event, SRFA could contribute percentage towards saving for one large item – visual incentive of what we are trying to achieve. Pani suggested devising a list of perhaps 3 large items to present to School Council. School Council recently said school would like large playground games. It was pointed out that the school had provided these games before but that pieces had been lost or broken. Sarah Drew suggested painting a wall with blackboard paint. Another suggestion from School Council was one tablet per class but this would have to be a school decision. Potentially, group of tablets could be purchased and rotated around classes.

Treasurer Report

Christmas Fayre gross income: £1022.58 Net: £882.82

Chocolate tombola: £169

Unwanted gifts/ handmade gifts/knitted items: £336

Disco: £353.46 (gross) compared with 2013 Christmas disco £282.35

Awaiting Christmas crackers invoice

£118 donated last year for school pantomime. Awaiting indication of voluntary contributions this year before figure can be calculated.

Current balance: £5008.10

Hardship Fund: SRFA £100 donated per term to school for it to use at its discretion

Bank mandate needs to be changed

Booker details need updating

Lottery license: we can apply for lottery license so we can sell tickets before hand as constitution has changed. Annual fee but can be renewed at reduced cost.

Committee agreed to this.

The accounts will be independently audited in time for next meeting.

MF asked if SRFA would contribute towards hire of radio microphones to be used at future performances.

Events

School disco success – thanks to Catherine Orchard.

Kitchen manager will run half hour training session any week day at 1.30 for those who have regular access to kitchen at events. List of people trained to use kitchen equipment to be created and Kate suggested a crib sheet to remind people of procedures.

Suggestion to stagger classes coming to fayre, so less chaotic. More time needed ahead of fayre to organise and distribute separate floats. More set up time generally required. SRFA member should visit staff meetings to ensure transparency and clarify any outstanding issues.

Discussion re: Fayres at different venue, different day - weekend/time

Future events

Curry and quiz night – Doryenna to organise

Fashion show

Story night - Tues 24th February 5.30-6.30pm

Movie Night – Tues 3rd March. Nicola Boyne to co-ordinate TBC

Pamper evening – alternative to encourage boys?

Valentines Disco – 12th Feb

Car washing – Pani suggested pupils could do this in school time? As part of Enterprise? To fit with curriculum

Stuart Road's Got Talent – variety performance at DHSB?

Car boot/Table Top sale in playground

Parent Cooking / Pupil Bake Off / Junior Masterchef?

AOB

Michelle updating FB

Trello – organise events online, useful for sharing ideas. Invite only.

Dates for future meetings:

Friday 27th February 9am in Dining Hall

The meeting ended at 10.20am

Minutes signed as a true record.

Signed Date