

# Minutes from SAF Meeting 19/09/2017

Present:

Davina Benton	Jo Chesterman	Rachel Scammel	Sue Harris
Helen Brownell	Sam Cunningham	Lucy Searle	Nic Hope

Apologies:

Kelly Haskins

## Matters arising from last Minutes from 14/06/2017

No matters

## Accounts

Bank Balance is £6159.21

We had 7 events last year: Winter discos, Winter Fayre, World Book Day, Eat Chalk Play, Summer Disco, Summer Fayre and playground sales.

These raised £2380 profit.

We were also donated £5000 in a grant from the John James Foundation, of which £500 remains allocated to books and £1030 for trips, and £2000 from the Big Lottery which is as yet unspent.

## Charity Status Update

We are now fully registered as a charity with the Charities Commission, charity number 1174667.

## Big Lottery Funding

The school have officially requested funding from SAF for wet play games, totalling £323.64. It was agreed.

It was discussed that we would begin to investigate ways to fund development of part of the school field so that it can be used in all conditions. This may include funding from the Big Lottery money alongside grant applications.

*NH to talk to the Grant Applications sub committee.*

We agreed to spend money from the profits on some large push top thermos flasks and a hot water urn. *SC to investigate.*

We also discussed donating a quarter of our remaining profit towards funding school trips in the future, so that a certain sum - £1 or £2 per child for each trip. This will be revisited another time.

### Autumn and Winter Events

There will be 3 events before Christmas: halloween discos, MacMillan Coffee Morning in association with the Community Group and a Winter Fayre.

Discos:

- *HB to find a new DJ.*
- *RS to propose some dates, but preferably 7/11.*
- We will run them sequentially, years 3 & 4 from 4.30-6pm and 5 & 6 from 6.30-8pm
- Tickets will cost £1.50 again and we will sell sweets and drinks for the same as last time.
- We would like to encourage more staff to come along and will make a poster for the staff room to let them know it's coming up and that there will be pizza provided for staff who stay.
- We all need to try and recruit more people to help.
- *NH to produce poster*

Winter Fayre:

- The fayre will be held on 8/12 from 3.30-5.30pm
- We need to get an advert out to attract potential stall holders asap, making sure they know that they have to have Public Liability Insurance to be able to have a stall there. *NH to action on Facebook.*
- We will run the same kind of set-up as last time with refreshments, tombola etc.
- Laura will no longer be running the raffle but LS has volunteered to step in.
- Susan Foster will be running the Lucky Dip
- We need to run a dress-down day for tombola donations on 6/12.
- Year 6 children might be able to help with stalls and glitter tattoos.

- *NH to go through the store cupboard to see what craft supplies the school have there to donate to us.*
- Pupil Council to be contacted to see if they would like to run a stall and if they have ideas of what they would like to see at the fayre. *HB?*
- Staff will help run the catering and refreshments, as per the summer fayre and we will produce vouchers for food and drink for all helpers.
- *NH to produce thank you cards for all helpers.*
- We agreed to send all stall ideas to HB.

AOB

HB has completed the First Aid course paid for by SAF and will now be able to stand as a First Aider at SAF events if needed. We agreed to purchase a SAF First Aid kit & accident book to be stored at the school.

*NH will start writing the next SAF newsletter.*

*JC is to write a column about SAF and upcoming events for the next St George and Redfield post.*

*NH to investigate the cost of printing the reverse side of the summer fayre banner.*

#### Date of the Next Meeting

The next meeting will be at 9am on a Friday morning TBC next term.

We will need an informal meeting before the winter fayre - date TBC.