

# FRIENDS OF FAIRFIELD PRIMARY MINUTES

13 October 2021

## In attendance

Becca Dunlop (Chair, BD), Jane Goode (Secretary, JG), Chris Mathieson (Treasurer, CM), Jo Poate (JP), Jordan Gale (JGL), Chris Steele (CS), Danette Bostock (DB), Jessica McBride (JMB), Katie Greenough (KG)

## Apologies

Holly Woodhead, Becky Tibbs, Ilke Whithorn

Item	Action
<p><b>1. Actions From Last Meeting</b></p> <p>Promoting Amazon Smile, pre-loved uniform and new committee introductions all complete.</p>	
<p><b>2. Review of Ongoing Projects</b></p> <p>Discussed regenerating the growing area, finding labour and materials, paint is here and purchased, and students from Lakes College will come and paint it all. Will wait until the spring due to weather. PTA don't need to do anything. School has purchased materials via maintenance budget.</p> <p>Revamp planting area and woodwork will be done after the other revamp is complete.</p> <p>Discussed Halloween plans – comms going out today. Next Friday will have the celebration day, children to dress up, no prizes, will decorate the outdoor classroom, still under some COVID restrictions. Will ask children to bring in a pumpkin to decorate the field. Ask them to bring in £1 to fund resources for Halloween decorations and add to the collection so it is a self funding event.</p>	
<p><b>3. Accounts Update</b></p> <p>£3689k in the bank, no expected outgoings. Incomings are Amazon Smile, £100 per year Allerdale Lottery with 4 tickets. £150 Card machine up and working. Cauliflower cards £700 per year. Geoff changing charity commission over, all three trustees registered on ParentKind so we have our insurance. Geoff to change bank account too, maybe to one that can be used online.</p> <p>One topic box was purchased last year and was very well received. A second had already been agreed last year. To be purchased.</p> <p>Suggestion that it might be a good idea to look at some accounting tools, like quickbooks to make accounts more auditable and some places do it for free for charities.</p>	<p>CS</p> <p>CM</p>

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<p><b>4. Proposed Fundraising 2021/2022</b></p> <p>Need to hear from the parents and pupils. One on the improvement plan is the Early Years outdoor space, will get a consultant in to do that, expect will need to match fund and will be around 10k, the school, PTA and another donation.</p> <p>Often need a project specified to go and find the money, rather than requesting money up front.</p> <p>We also need more technology, never seem to get to the end of this demand. Schools get an allocation based on pupil numbers and can't spend on maintenance, only new stuff and either buildings or IT. Only 6.5k per year. Which is the cost of a server, while a license for office is 2k per year. Got iPads now, but only one per class. Parents and PTA supporters could see a high impact for this. Will pull together a firm request for the technology.</p> <p>Proposed there may be the possibility of old laptops will be from NNL.</p> <p>A new bike shelter has been mentioned from parents, need two of them. Sustrans might fund this and may be other funding for green travel.</p> <p>Discussed request for funding for Wraparound – need extra games, sports equipment, sand tray etc. Suggested a sponsored walk at Ennerdale. On hold for PTA as school will self fund this.</p> <p>Christmas fayre unlikely due to COVID restrictions. Raffle legislation to investigate. Effective ticketing strategy (physical, digital, how to reach wider family members). Contact businesses for prize donations (single list, so that each business will only be asked once).</p> <p>Discussed community carol concert, could sell hot chocolate and mulled wine and do some of the games from the Christmas Fayre. See if Mechanics Band could support this. Wednesday 14<sup>th</sup> December 6pm.</p> <p>Discussed other fundraising for kids to contribute to, like a joke book, bags or tea towels for mother's day. This seems a similar level of effort to cauliflower cards.</p> <p>Running festival day discussed - may be able to get the money from an existing event as a donation to the school, rather than create a new event.</p> <p>Discussed Easter Trail around town, this attracted participants from other schools at Christmas too. Could have the trail free to do, but could have it end in the toy shop – pop the completed sheet in a box along with a pound and will be entered into a draw to win a toy shop voucher.</p> <p>Discussed a toy sale and book sale to raise money too – one afternoon after school?</p>	<p><b>CS</b></p> <p><b>KG</b></p> <p><b>CS</b></p> <p></p> <p><b>CS</b></p> <p><b>JG</b></p> <p><b>JG</b></p> <p><b>JG</b></p> <p><b>BD</b></p> <p><b>BD</b></p> <p><b>BD &amp; JG</b></p> <p><b>CM</b></p>
<p><b>5. Parents Survey</b></p>	

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<p>Need to do a survey from the parents for fundraising objectives, event suggestions. The surveys are very well responded to. We can use the existing Survey Monkey ones to keep the format the same. Need to ask what have they enjoyed, what do they want to raise money for, parents skills etc.</p> <p>School council meeting is 2<sup>nd</sup> November for children's input.</p>	<p><b>BD</b></p>
<p><b>6. Any Other Business</b></p> <p>None.</p>	
<p><b>7. Date of next meeting</b></p> <p>10<sup>th</sup> November 2021</p>	