

FRIENDS OF FAIRFIELD PRIMARY MINUTES

21st September 2022

Apologies:

Emma Clark
Sally Sapsford

Present:

Sandra Lister
Christina Jones
Becca Dunlop
Ilke Whithorn
Jess McBride
Jane Goode
Chris Mathieson
Chris Steele
Jordan Gale

Item	Lead
<p>1. Actions From Last Meeting</p> <p>Summer Fayre Review – very well attended event, for future need to consider toilets, first aid, licence for capacity.</p> <p>Fundraising Objective for the year – demand from parents, more bike storage, sheltered, FOCUS this as a bid opportunity.</p> <p>School level – hobbit house, reading realm, in area where old forest on site school would be, £9k self build pack, with contingency. Need to consider lighting.</p> <p>School improvement plan – reopening school field development. Got outline drawings from architect, convo with planners, quantity surveyors estimate £600K.</p>	Jo Poate
<p>3. Accounts Update</p> <p>Have a push on amazon smile pre Christmas – dedicated post on Dojo with instructions on how to set this up.</p> <p>FoF is now registered for gift aid. Need help to investigate how to go back 6 years for gift aid declarations, incl cash.</p>	JG SL
<p>4. Autumn Fundraising</p> <p>Cauliflower cards (mrs wood) is running this again.</p> <p>Valentine's disco to schedule.</p>	

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<p>Family quiz night or bingo or beetle, capacity is 160 seated in the school hall.</p> <p>Social event each term to schedule in, nice to reinstate these post covid.</p>	
<p>5. Any Other Business</p> <p>Uniform – dedicated email address and rota of helpers. With multiple people able to view the inbox. Try on a Monday half hour at pick up, to drop off and collect. 3pm – 4pm. Ilke and Jess to run. QR code poster for the shed.</p> <p>Christmas Fayre/Market – not 10/11th 20th Nov light switch on. Enquire about shelters from the market and conflicting events. Organise Mechanics band for carols at the end.</p> <p>Monday 12th to 15th for Christmas plays.</p>	
<p>6. Date of next meeting</p> <p>9th November 2022</p>	