

# FRIENDS OF FAIRFIELD PRIMARY MINUTES – 23 June 2021

## In attendance

Holly Woodhead (Chair), Linda Wood (Vice-Chair), Becca Dunlop (Communications), Geoff Downie (Treasurer), Becky Tibbs (Secretary), Ilke Whitehorn, Clint Stamper, Chris Mathieson, Jacqui Walker, Jordan Gale, Chris Steele

## Apologies

Katie Greenough

Item	Action
<p><b>1. Actions from last meeting</b></p> <p>Rob had stepped down from Friends of Fairfield Primary, Chris and Jordan would be taking over as teacher representatives.</p> <p>The Sensory Room bid would not be going ahead at the moment due to capacity within school. It was also noted that Kay was stepping down from the Bidwriter role. It was agreed we would put a request out for a new person to take on this role, this could be as and when a bid was required.</p> <p>The name of the association had been changed to Friends of Fairfield Primary with the Charity Commission following the vote at the April meeting.</p>	
<p><b>2. Sloping Yard project</b></p> <p>Clint was working with the Painting and Decorating department from Lakes College to undertake the painting for the project. This work would be carried out between now and September. Clint suggested he would lead a group of parents to restore the wooden shelters. Ilke volunteered to help with this.</p> <p><b>Clint to provide the college's quote for paint materials to Holly.</b></p>	<p><b>CS</b></p>
<p><b>2. Support for fun activities week</b></p> <p>School had organised a week of events in place of residential. FOFP was supporting a fun day on the school field.</p>	
<p><b>3. Orienteering event 26 June</b></p> <p>This had been postponed until September due to revised public health advice. Danette would still lead this event and a date would be confirmed with West Cumbria Orienteering Club. No money had been taken for pre-booked tickets, the system was ready to be reactivated when needed.</p>	
<p><b>4. Accounts update</b></p> <p>Geoff reported the current balance was £5214, however ,we had committed to spend about £3000. <b>Chris/Jordan to invoice FOFP for any outstanding purchases (eg topic boxes).</b> This would ensure we knew the account balance going into September.</p> <p>Geoff had an upcoming meeting with Barclays to move the bank account from the Cumberland. <b>Geoff to change the name of the account to Friends of Fairfield Primary.</b></p>	<p><b>JG/CS</b></p> <p><b>GD</b></p>

Item	Action
<p><b>5. Any Other Business</b></p> <p>Year 6 Leavers Do - Linda was involved with planning this. The plans had changed due to the revised public health advice and it was aimed to hold activities outside in bubbles.</p> <p>Uniform – A pop-up second hand stall would be held in the school grounds before the end of term. <b>Becca to agree a date with Chris, request donations prior to the date and sort out all the uniform for the stall. Chris to include details of how to request uniform (via the pta chair email address) to new Reception/Nursery intake parents. Uniform to be made available on 26 August for the new starter induction days.</b></p> <p>Committee roles – <b>Holly/Becca to do additional communications on the roles and vacancies before the end of term. Chris to include information for induction meetings for Nursery/Reception parents.</b></p> <p>Fundraising ideas and projects for fundraising - It was discussed that parents and children should be able to make suggestions for projects. Parents could use the same form provided to staff. Pupils' opinions could be collected through the pupil survey and/or the School Council.</p> <p>Chris M suggested a project to encourage green travel to school all year round by providing a cover for the bike shelter. This could be a project to request donations or look at funding bids (eg Sustrans).</p> <p>It was discussed that the September meeting could receive fundraising request ideas and plan the activities for the year and Autumn term (eg Orienteering, Halloween, Christmas). The November meeting could receive project requests.</p>	<p><b>BD/CS</b></p> <p><b>HW/BD CS</b></p>
<p><b>6. Date of next meeting</b></p> <p>AGM to be held on 22 September 2021, followed by a standard meeting.</p>	