

FOSTA Meeting 26/02/2020

7 - 8:00 pm

Attendees: Louise Welcome (Head Teacher), Steve Searle (Chair), Ian Smith (Vice Chair), Ruth Smith (Secretary), Jane Hipkin (Treasurer), Graham Taylor, Nigel Trute, Alison Knapp, Nicky Latos,

Apologies: Jenni Jinks, Geoff Goodyear.

Item 1	Approve minutes from last meeting
	Minutes from the last meeting (22/01/2020) were unanimously agreed.
	Actions: None
Item 2	Past events
	Xmas quiz – Treasurer informed us that the Christmas Quiz had raised £352. Jane had measured tuck shop stock levels using the form Ian had designed. It was identified that we needed to buy more items for the next event.
	Actions: None
Item 3	Future events
	Bingo night Thursday 2 nd April (7-9 pm). Entry £5 adult and £2.50 children. 4 games of bingo. A separate raffle will be held for a bigger prize. Heads & Tails game in the middle if time. Prizes for 1 line: Cadburys crème egg. Prize for 2 lines: chocolate bunny. Prize for 3 lines (full house): a small Easter egg. It will be held in the drama room. All FOSTA members to arrive at 6:30 please.
	St Andrews Got Talent & Grand Raffle Grand raffle: Steve has investigated the lottery license needed to do a grand raffle. The license costs £40 for the first year and then £20 for the following years. Tickets will be sent out in advance (with the license registration number and charity number on them) to the kids to take home. Need to ask for unsold tickets to come back (to be shredded). We cannot sell tickets to children under the age of 16. Tickets will need to be printed in early May and sent out mid-May. We need to generate more raffle prizes – ideally something children will want (e.g. games console). Snap-on are considering a £100 prize. We will need to thank sponsors – on social media and on board on the night.

	<p>Actions: Ian to design and host quiz. Ian to design poster. Alison to send previous poster to Ian, and design tickets. Steve to provide bingo sheets, bingo pens, and laminated bingo rules. Nikki to ask businesses to donate Easter eggs, and to bring the eggs into school before the night to ensure there are enough prizes. Jane to provide raffle tickets. Jenni and Nikki to provide home baked cakes (e.g. tray bakes/ rice crispie cakes). Nigel to go to Cost Cutter to buy tuck shop supplies (£40 budget). Ruth to arrange floats (tuck shop and the door), man the tuck shop, and buy milk. Ben Smith will be on the door guiding people where to go. Louise to get urns of hot water ready.</p> <p>Louise to ask staff for funding bids. Then send letter to old boys and current parents to ask for donations towards raffle prizes (detailing what we are saving for).</p>
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Item 4	Treasurer
	Parentkind has already been paid this year (on 01/01/2020) bringing the bank balance to £587.03.
	Actions: none

Item 5	AOB
	<p>Second hand uniform shop – Louise and Jane to look at second hand uniform already donated. Ruth to wash and dry any donated uniform which is suitable for resale. Uniform will be stored in school (in bags) and brought out on parents’ evenings for parents to buy. Ruth will provide hanging rail and fabric spray. The shop will be tied to the schools recycling strategy.</p> <p>Shared online working space – up and running</p> <p>Increasing FOSTA membership – carried over</p>
	Action: Louise to write letter to all years (near the end of the school year) asking for donated uniforms (including sports kit).
Item 6	Next meeting
	22/4/20 7-8pm