

Friends of Punnetts Town Community Primary School

Meeting: 7th October 2016

Present: Fiona Murdoch (joint chair), Catherine Winter (vice-chair) Sarah Thorby (secretary), Holly Day, Gemma Hesling, Louise Hesling, Fiona Ley, Kirsty Belton, Fran Vincent.

Apologies: Inez Morse, Katy Rolfe, Lucinda Steeden, Charlotte Packham, Sheila Packham.

1. Friends involvement in school events:

As well as the 3 seasonal events (Christmas, Easter and Summer Fayres) Friends are involved in a number of school events throughout the year. Upcoming events include:

- New parent's coffee morning - 13th October. Friends asked to help provide teas and coffees and mingle! Sarah and Fiona to help.
- Parent's evenings – 17th, 19th, 20th October. Friends to be on hand to serve biscuits and cold drinks to parents as they wait for appointments. Fiona, Sarah and Fran to help.
- Open morning – 2nd Nov. Prospective parent's coffee morning. Friends asked to provide teas and coffees etc. Kirsty to help with this event.
- Book fair – 8-10th Nov. Catherine to clarify whether Friends need to organise volunteers to help or whether it is all parents invited via the school.
- Coaches for Pantomime – agreed that Friends will provide funds for coaches again this year.

2. Class Reps for coming year:

- Beech: Volunteers needed.
- Hazel: Fran and possibly one of Beech Reps from last year.
- Oak: Lucinda and Sarah
- Elm: Fiona and Other (Fiona to ask!)

3. Christmas Fair – 9th December.

Further details to be organised at next meeting.

Mufti event for tombolas: 2nd December. Gemma and Louise to organise this event.

Posters advertising Fair: Lucinda and Faye to be asked.

Overall organisers: Katy and Sarah

Grotto – Vikki L and Kerry to be asked.

Contacting Father Christmas – ask Toni W and Laura S.

Gifts for grotto and children – Sarah

Shopping for event – Fran

Christmas Tree – Fran to source.

4. Friends Stores

- Gemma, Katy and Fiona to clear out on Weds (12th Oct)

5. Fundraising ideas:

- Fish and Chips quiz – to be held February time.
Fiona and Gemma to write quiz
Fran to arrange bar
- 100 Club – Fiona to write letter to parents with aim to hold first draw in November

- Disco – February time

Everyone to make DJ enquiries before next meeting. Any suggestions from parents gratefully received!

- Auction of Promises – to be held in May
Gemma to take the lead.
- Summer Fair
Hoping to hold on playing field, later start time on Friday. Need to ask local band for availability and check with hall committee for dates of currently planned events.

6. School Wish List

- School to provide a wish list of equipment from staff and students.
- Catherine has asked for dictionaries for Oak and Elm and a digital camera for Elm.
- Parents to be asked if they have any contacts for dictionaries or old digital devices for taking photos. Fiona to do letter.

Next meeting: Tues 8th November