

Friends Association of Great Chart Primary School Committee Meeting
Wednesday 21st June 2023- 7pm - Great Chart School

1. Present

Natalie Hubbard, Vicky Prigmore, Wendy Pang, Sarah-Marie Collins, Natalie Phillips
Paula High, Jenny Thomas, Michelle Noakes, Jennifer Keen, Chantelle Bennett, Katie
Brown, Claire Tanton, Amanda Oliver, Shelly King

0. Apologies

None

0. Minutes of the Previous Meeting

Accepted as a true account of the meeting.

1. President's Report

Welcome to our June meeting. It was lovely to see the 2nd hand uniform sale was very well supported at the New Parents Meeting last week. Thank you to Natalie and Vicki for representing the Friends' Association. Natalie's speech was very well received and I'm sure would have prompted some interest from our new parents. It would be nice to perhaps invite them to a welcome event during Term 1.

The Frozen Friday sale was also very well supported, possibly due to it being launched on a very hot day but also the children were very excited about it. A great idea.

The weather is looking really good for the weekend when we hold the Summer Fete. I'm sure it will be a very popular event. Thank you for all the effort you are putting in to make this event a success.

Thank you once again for all your support.

2. Chairperson's Report

Thank you all for being here tonight.

Plans are in place for our Summer Fete on Saturday.

After spending 3 hours planning, numerous phone calls and messages and a further 3 hours clearing and sorting the hut, we feel we are nearly ready!

Yesterday we started the mammoth task of the tombola and we have Friday to continue and also tackle other tasks. It is very exciting as it is one of our largest events of the year. This year will be bigger and better and I hope all who attend will have a great time.

Plans are also underway for our upcoming events; Sports Day and the Leavers Disco. There is always something going on!

Last week at the New Parents Meeting I gave a speech about the work we do and we gained a new member! Hopefully more will join once their children start in September.

3. Treasurer's Report

Outgoings since last report

Event	Item	Outgoing
Summer Fete	TEN	£21.00
Summer Fete	Raffle tickets	£82.74
Summer Fete	Bean bags	£9.99
Summer Fete	Bouncy slide deposit	£20.00
Summer Fete	Prizes	£107.71
Summer Fete	Hoopla rings	£8.21
Frozen Fridays	Ice Creams	£79.16
Summer Fete	Raffle tickets	£106.50
Summer Fete	Coconuts	£18.00
Summer Fete	Pimm's tent drinks components	£48.06
	Total	£501.37

Income since last report

Event	Item	Incoming
Summer Fete	Misc Donations	£5.00
Frozen Fridays	Cash takings minus float	£140.05
Frozen Fridays	Card takings	£84.58
	Total	£229.63

Frozen Fridays P&L

After the cost of the ice creams and card fees, £145.47 was raised. It proved very popular and we have ordered more ice creams for this Friday, but need to use space in the Breakfast Club freezer due to the ice creams ordered for the first event completely filling the donated freezer.

Current Balance

£7,243.56 in bank, plus cash in treasurer's possession.

4. Summer Fete

To be held on Saturday 24th June 1:30pm – 3:30pm

The Card Machine will only be used for the raffle. Sarah-Marie to remind people on social media and posters to bring cash.

Jennifer and Vicki to supply ice cream tubs for the money.

Helpers to arrive at 10am to set up.

Year 6 tables will be used for the stalls.

Food trucks need to arrive by 1pm.

Committee voted and agreed on the following people to count money: Mrs. Pang, Mrs.

Thomas, Mrs. High and Natalie Phillips.

Natalie P. will bring a spreadsheet for recording the money counting.

Claire and Jennifer to act as First Aiders on the day.

The Teddy Stall will be drawn by random number rather than cutting up slips of paper. Each entry to be numbered and a random number generator to be used to choose a winner.

5. Year 6 Leavers' Disco

To be held on Saturday 15th July at 7pm

Decorations – We have one set of foil curtains which are very dark blue. Natalie P. to order blue and silver foil curtains.

Balloons – Last year, Upmarket Balloons charged £90.30 for a Balloon Arch and table decorations. New quote from alternative business is £120. Vicki to speak to Upmarket Balloons to book with them again.

Sarah-Marie to design poster and tickets for the event.

School are happy to print the letters for the parents.

Natalie P will order food required after the fete so we can use any leftovers.

6. Sports Day

To be held on Tuesday 11th July

Natalie H, Vicki, Sarah-Marie and Michelle to man the stall.

500 Ice Poles to be bought from Poundland.

Helpers will sell refreshments left over from fete.

7. Fireworks Display

To be held on Sunday 5th November

The new company will be doing fireworks and music and is now booked.

He has sent through insurance documents.

The ambulance has been booked.

Burger and Doughnut vans are also booked.

It was discussed as to whether we should fill the urn with hot chocolate to sell. Someone would have to miss the fireworks display in order to stay with the urn.

We will sell popcorn again. Aideen has the kernels.

8. AOB

Next School Discos to happen to Friday 8th December and Friday 17th May.

Elfridges to be held on Friday 8th December.

Donations needed for Pre Loved School Uniform. Katie and Amanda will sell summer dresses as well as logoed uniform.

Next Pre Loved Uniform Sale will be Friday 7th July

Committee to look into selling school caps again

9. Dates of Next Meetings

Wednesday 5th July 2023

Future Meeting Dates for 2023-24

Wednesday 27th September

Wednesday 18th October

Wednesday 15th November

Wednesday 13th December

Wednesday 17th January AGM

Wednesday 7th February

Wednesday 13th March

Wednesday 24th April

Wednesday 22nd May

Wednesday 19th June