



## Minutes of Friends meeting 7 February 2017

*Present:* Kelly, Kirsty Morris, Mrs SZ, Linda, Nicola, Bridie, Dani and Penny

### 1. Playground update

Three companies have been in to look at the playground and come up with designs and quotes (Sovereign, Playdale and Greenspan). The designs, while having some features in common, were all different in many ways – as were the quotes!

After looking at the design plans, it was decided to split the redevelopment into two phases – Phase 1 being the actual playground and phase 2 the field. We will concentrate on phase 1 this year, and our fundraising target of £10k will hopefully help to fund the majority of this phase. We will then look at fundraising for phase 2 next year.

#### Action points

- Kirsty to find out how much the school can contribute towards phase 1
- Kirsty and Mrs S to consolidate the plans and designs and do a scale drawing so it can be determined the best equipment to get (e.g. a big structure is impressive but might not be able to fit many children on at a time, whereas a few smaller structures allow more children to play)

#### *Ramp update:*

Surrey County Council visited school on Monday 6th February to review the potential area for ramp access. Whilst they are unwilling to put it forward as a proposal purely for the sake of buggy access, they said that we could explore the angle of it providing access for disabled pupils or those with mobility issues.

They said that the cost would be £35-40k (the same cost quoted by a private landscaper) and that it might be considered for their new budget year, from 1st April. We are awaiting further news from them but it certainly hasn't been ruled out at this stage.

### 2. General stuff

Financial update – we are waiting for the latest bank statement, but it is believed that we have around £6,600 in the bank. On this basis, and to leave some cash in reserve for the future, we believe we can commit £5k of our current funds to the playground redevelopment – representing 50% of our target. The other 50% will come from the events in the next term and a half, plus any grants we can get.

Friends committee – Dani has agreed to take on the role of treasurer (and on behalf of the Friends, I'd like to thank Bridie for all she has done in the role in the last three years!) No-one has stepped forward to take on the secretary role, but then not many people can make all of the morning, afternoon and evening meetings – it may be easier just to ask someone at each meeting to take the minutes. In terms of a general committee and events volunteers, we will see how things go over the next couple of months. Jessica Martin may be able to run the summer raffle, which would be great! We also need some new trustees, and Gary Smith and Deborah Riseley have been amazing and have volunteered to take on this role.

Friends questionnaires – Kirsty has received some questionnaires back and will collate the replies.

### Action points

- Kelly to update the trustee information on the Charity Commission's website
- Kirsty to discuss the Friends questionnaires with Kelly
- Bridie to hand over to Dani
- Kelly to put Irene in touch with Jessica

### 3. Upcoming events

- Cake sale – 9 February  
[Thank you to Cherry for organising the cake sale, which raised a fantastic amount of £313!]
- Children's bingo – 23 February  
This is a family event after school, for a flat rate of £2 – just turn up!
- Disco – 10 March  
Mr S will be the DJ (song suggestions to be sought). Linda has emailed Ian Ranger to see if we can borrow the lights used for the Chandler discos (for a donation to the Chandler PTA). There will be two sessions, one at 4-5 for year R and one at 5.15-6.15 for year 2. Year 1 will need to be split (by class or by parents selecting a session on a first come first served basis). The price of £3.50 will include a drink, a snack and a glo stick or finger light. Older siblings can attend if they will help out but younger siblings will not be able to come. Parents can only stay if they are willing to help out!
- Race night – 24 March  
This will need some planning as we haven't run one before (not in recent years anyway). We would plan to have a pay bar as this raises lots of money for other PTAs.

### Action points

- More planning to be done on the disco and race night

### AOB

- Cake lotto – Oak and Beech have run this so far, taking on half a term each. It has raised an average of £35 a week.

### Action points

- To find another class to run the cake lotto after half term
- Lottery – Your School Lottery is a company offering to run lotteries for schools, with some of the proceeds going to the PTA. It was felt that with the playground fundraising, the Friends are already asking for lots of donations and that this was not the time to start up a lottery.
- Other PTAs – Kelly has been in touch with the chairs of the PTAs of Witley, Moss Lane, St Edmunds and St Joseph's to exchange information and ideas
- Phil the Bag – this will be on either 21 or 28 March [subsequently booked for 21 March]

### Action points

- To look at involving the local community by putting posters up around the area, and by asking the Orchard if they would like to be involved
- Kirsty to look at putting up a noticeboard at the front of the school to put posters up about our events e.g. Phil the Bag and Toddler Time

*Next meeting – Tuesday 14 March at 9am*