

DIGGLE SCHOOL FODS MINUTES

THURSDAY 12 JULY 2018, PAIVI'S HOUSE, 8PM

ATTENDING: RACHAEL RUSSELL, EMILY DRAKE, TRACY BUCKLEY, LAURA DERBYSHIRE, LOUISE WELLS, DONNA ELLIS, JENNII CHAPMAN, PAIVI MERILAINEN

APOLOGIES: LOUISE WHITEHEAD

1. Minutes from June's meeting – Emily

Minutes regarding the Fete – sorted!

2. Summer Fete – reflection and learning including spend / profit analysis – Rach / All

Emily – thank you everyone for an amazing job.

Rachael gave feedback from Governors meeting – staff and governing body were amazingly complimentary about the fete.

Bar, BBQ, Café, Raffle, Entry were big money makers

Raffle & Entry together was too busy – separate them next time.

Raffle gross £656.63, profit £521.41 – make more of this sell round houses or Tesco / pub etc

Inflatables – lots more people / stopwatches / whistles – 10 minutes on everyone off. Then next set on. Next year let company man and bring themselves and not make money may be an idea? But we give away the opportunity to make money.

20p change bags were genius – def need to do this again

Programmes & advertising paid for themselves

Use the volunteers on the things we know make us money like the bar – offer more options?

Maybe include cider on bar next time – Aldi can do sale and return cider £1.49 – also include lemonade

Card machine was amazing – great addition

Need to think about volume levels next year

Leaflet next year in local area

Talk about fete to new parents at school new parents evening – def do next year

Children activities after 5pm – consider for next year

Big event to bring everyone together – parent and child races / tug of war

Café – cornered off area with tables & chairs

3. Agreement of Next Year's Meeting Dates

Thursday nights – Diggle Hotel – 7.45 for an 8pm start – 13th Sept / 9th Oct (AGM) / 8th Nov / 13th Dec / 10th Jan / 21st Feb / 14th March / 4th April / 9th May / 13th June / 11th July

Two representatives for reception to rally the troops - one or two?? – put on luggage tags

ACTION - Laura

Make new committee members feel valued so we don't lose members - let everyone have a voice

4. Agreement of Next Year's Events

Agreement of outline list for next year

Buying at Spring Fair at NEC for presents for sales – **ACTION Tracy to bring details**

5. Funding of T Shirts

FODS to fund t-shirts – **ACTION – Jennii to get invoice**

6. Reporting of profit vs takings

Income generated to be reported – need to be a charity raising funds for school not raising money for c=school that directly goes to school. We are a separate entity to the school.

Accounts report gross income – need to see how much we have raised. Transparency – misleading to show that you don't have costs by profiling the profit.

Need to agree language and how we market.

Should put how much each event made and then yearly how much we donated to the school.

ACTION - Meeting between Rachael, Emily and Louise for wording and transparency etc going forward

7. Pocket Money Sale

Flyer done – book bags tomorrow

Times to be confirmed by Emily

8. AOB

We spend a lot of money on regular annual items – **ACTION Emily to discuss with Mrs Newton what would make an impact.**

Reception packs – agreed – **ACTION Laura to send wording of tags for agreement**

Events – 4Ps – Louise & Laura to lead. **ACTION – Rachael to check Kiln Green and Tracy to check quiz master available.**

Carry forward to future agendas:

- Dec minutes to be agreed
- Gift aid
- Cyber safety fundraiser
- AGM for new secretary, constitution update and collaborative work with other PTAs
- Coop Local Community Fund Application
- Blue Coin Tesco Appeal