

Friends of Norton Free

Minutes 21st January 2014

Present : Nicky Phipps, Andrew Phipps, Simon Harrison, Helen Nichols

Apologies: Rebecca Brown, Joanne Rollitt, Emma Booker

	Item	Action owner
1.	Minutes from previous meeting agreed	
2.	Venture Photography – move item to next meeting	EB
3.	<p>Treasurer update:</p> <p>Christmas Fayre £761.70 taken at the Christmas Fayre. Costs were £160. Approximately £600.00 profit has been made by FoNF</p> <p>Disco – Raised £271. The Headteacher expressed her thanks to the DJs and for the organisation of the disco which was very successful. Note: Funds raised may be down on last year as this discos was for Key Stage 2 only.</p> <p>Calendars - £376. It is possible that more could have been sold.</p> <p>Current FoNF balance : £2,712.60</p>	NP
4	<p>Fun Night It was decided that he next Fun Night will take place on 14th March and the theme will be Country and Western. There is scope for a barn dance and games at this event. EB to do posters NP to do tickets</p>	SH
5	<p>Grow a Pound ACTION PLAN -</p> <ol style="list-style-type: none"> a. Seek funding to support project (£150)– Email some local companies including possibly the local co-op. If we have no luck with this we will try Meadowhead Trust. b. Prepare parental letter with permission slip (HN) To go into book bags the week after half term c. School to raise awareness in assembly and class (School staff). Possible related entrepreneurship work in class. d. Gather letters back in at school office – Pass to HN e. Get pound coins and letters out to those families wanting to take part. Needs a reply sheet saying what the idea is and how much they have raised and return envelope (FoNF) f. Grow a pound project to run over Easter holidays 2014(Children and families) 	HN

	<ul style="list-style-type: none"> g. School to gather money raised envelopes – to school office (Collect and count by HN . Pass to Nicky as treasurer). Money to be returned by the end of the first week back after the Easter holidays. School to help with text reminders. h. Decide on prizes. Buy prizes – probably vouchers i. Award prizes in assembly – Possibly ask sponsor to attend assembly for photo shoot j. Publicity for sponsor and school k. All monies paid into FoNF account. Possibility of reimbursing original funder to tune of £150. 	
6	<p>Easter FoNF will buy a cream egg for all children as an Easter present. FoNF will also supply prizes for Easter bonnet and other Easter competitions in school.</p>	NP
7	<p>AOB</p> <p>Waterproof storage for FoNF materials on school site. It has been agreed that this will be provided by school. NP to talk to Mr Beeley about this.</p> <p>Insurance – After discussion with school, all in school FoNF events with staff present are covered by school insurance. FoNF would be a need to gain additional insurance should any fund raising events take place off school site.</p> <p>Newsletter – NP to discuss newsletter with EB. This will outline funds raised at recent events.</p>	All