



## **Friends of Glebe School**

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Registered Charity No: 105167

Supporting our Children, Supporting our School

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### **MINUTES OF THE FRIENDS OF GLEBE SCHOOL MEETING HELD ON TUESDAY 25<sup>th</sup> APRIL 2017**

**In attendance:** Nick Alford, Kim Appleby, Fiona Brown, Lisa Bartholomew, Jo Curle, Sarah Flemming, Karen Hampshire, Sheila Harris, Vicky Hart, Cindy Kinver, Juliet Morris, Kate Murray, Suzanne Niznik, Kathryn Sheehan,

**Apologies for Absence:** Rav Atwal, Jennifer Campbell, Keren Ellis, Nicky Joyce, Tricia Melendez, Nick Purser, Nicky Urwin, Rosanna Webb, Nicki Willis, Rochelle Yeoman, Vanessa Young.

**Absent:** Rebecca Gledhill, Tara Jones, Jackie Sorrell & Kim Sorrell.

#### **2. Welcome and introduction of members**

Cindy and Jo were welcomed to the meeting

**3. Minutes of the last meeting:** The minutes of the meeting held on Tuesday 17<sup>th</sup> January 2017 were agreed as an accurate record and signed.

#### **4. Events since last meeting.**

Bags2School took place on Thursday 13<sup>th</sup> October 2016 and raised £120.

FOG were pleased to provide and serve refreshments at the Mother's Day Assembly on Friday 10<sup>th</sup> March 2017.

The Mother's Day shop took place on Friday 24<sup>th</sup> March. It was enjoyed by the children and appreciated by mums. Expenses £1251.64, income £1773.73, profit £522.09. Shopping for the 2018 shop has already commenced.

The Easter Discos took place on Thursday 30<sup>th</sup> March 2017 and raised £796.39. Members noted that there was a litter problem after the discos. In future, the DJ will remind children to put their litter in the bin.

## **5. FOG CONTRIBUTION TO SCHOOL**

FoG donated £250 for the Year Six Leavers Party and £250 towards the Year Six leavers books.

FoG paid for Beauty & The Beast pantomime to be performed in school on Monday 18<sup>th</sup> December 2017.

FoG paid £200 towards the Year Five Ancient Greek Workshop.

Nursery and Reception children are not permitted to attend FoG discos and in December, Nursery children did not attend the in-school pantomime performance of Aladdin. To redress this, it was agreed that FoG would contribute £500 to Nursery and Reception. The Early Years team will decide how they wish to allocate this donation. It was proposed that the donation could be used in October 2017 to help the children settle in. Suggestions included paying for a visiting petty zoo, a reptile experience or a Living Eggs experience.

## **6. SHED**

During the Easter holidays, FoG paid £650 for the storage shed to be sealed and new flooring installed. It is hoped that this will finally make the shed weatherproof and alleviate the water and mould problems.

## **7. GLEBE FEST '17**

Glebe Fest will take place on Saturday 10<sup>th</sup> June 2017 from 1-4pm. This will be an afternoon family festival, whereby folk can bring their own picnics, rugs and chairs and enjoy music and games co-ordinated by Neil the DJ.

**ENTRY:** Entry will be via wristbands. Wristbands will be £5 each or £20 for a family of five. Wristbands will be sold every Friday morning at the front of the school from Friday 5<sup>th</sup> May onwards. As people arrive, they will be given a rubbish bag to encourage them to collect their litter and dispose of it at the exit.

**MUSIC/ENTERTAINMENT:** Neil the DJ has been booked and there will be performances from the School Choir and Steel Pans. The Choir have started their rehearsals and amongst other songs, will be singing 'Walking on Sunshine' The running order will be:

1pm	Fly Past
1.10pm	Choir
1.25pm	Neil the DJ with music and games
3pm	Steel Pans
3.15pm	Choir
3.30pm	Raffle & Auction winners – Mr Alford
4pm	Close

ACTION: Fiona to confirm performance slot with Mrs Smith for Choir

ACTION: Kathryn to confirm performance slot with Mr Lodge for Steel Pans.

**CHILDREN'S RAFFLE:** On the day, raffle tickets will be on sale for £1. If Glebe Fest is cancelled due to extreme weather, there will be no refunds, but

wristbands will be exchanged for a raffle ticket. Mr Alford and Kathryn Sheehan will be selling raffle tickets and Mr Alford will announce the raffle winners.

Prizes:

1<sup>st</sup> Prize - Family Ticket for the Cotswold Wildlife Park donated by Coopers

2<sup>nd</sup> Prize - CP Soccer

3<sup>rd</sup> Prize - Hasbro toy bundle

4<sup>th</sup> Prize – Family visit to Willows Farm

5<sup>th</sup> Prize - Jump In

**AUCTION:** Four silent auctions will be conducted and the winners will be announced by Mr Alford. On the day, Nicky Joyce and Juliet Morris will promote the auctions and encourage bidders.

Packages:

- Game Wagon party package
- Sunningdale Golf Course
- Beauty & Pampering Package
- Face Painting Party Package – Milly Madness Entertainment

Members thanked prize donors for their generosity.

**ADVERTISING:** Marissa Brown was thanked for the Glebe Fest artwork. Advertising locations were discussed.

**PHOTO BOOTH:** This will be £1 per go.

## **FOOD:**

Honey Bees Cakes – cake stall

The Chipsmyth – chips with various toppings

Indian Street Food stall

Sweet Dreams of Surrey – sweet stall

Hack The Stack – American Pancakes – TBC

Candy Popping – popcorn & candy floss

Ice Cream Van

## **DRINKS:**

Honey Bees will be selling hot drinks and mocktails.

Slush Puppy have generously agreed to loan FOG a Smart Car, which comes equipped with the machines, syrups and cups. In exchange, they they will receive 10% of the takings to cover petrol and consumables.

**FACEPAINTING & BEAUTY STALL:** Gurvinder has been booked to do traditional Henna and glitter/white Henna. There will be a Beauty Stall for nail painting, tattoos and hairspray. Milly Madness Entertainment has been booked to do facepainting.

**FOG STALL:** At the entrance, FoG will be selling festival goodies for pocket money prices.

First Aid arrangements, a designated football zone and Risk Assessment was discussed.

ACTION: Suzanne to complete Risk Assessment Form

### **HELPERS FOR GLEBE FEST**

- **Wristband Checkers from 12.30pm – 1.30pm** - Fiona, Lisa, Rav, Suzanne Vicky & Kate. As families enter, wristband checkers to give out rubbish bags & point out rubbish collection point.
- **Raffle Ticket Sellers** – Nick Alford & Kathryn Sheehan
- **Auction Promoters** – Nicky Joyce & Juliet Morris.
- **Helpers for the FOG stall**

Set up - Fiona, Rav, Lisa & Suzanne  
1-2 - Suzanne Niznik & Keren Ellis\*  
2-3 - Lisa Bartholomew & Nicky Urwin\*  
3-4 - Rav Atwal & Jackie Sorrell\*  
pack down - Fiona, Rav, Lisa & Suzanne

- **Helpers for the Slush Puppy stall**

Set up – Kim & Sarah  
1-2 - Kim Appleby  
2-3 - Vanessa Young\*  
3-4 - Vicky hart  
pack down – Kim & Sarah

- **Helpers for Beauty Stall**

Set up x 2 – Fiona, Rav, Lisa & Suzanne  
1-2 Sharon & Mel  
2-3 Rochelle Yeoman\* & Nicki Willis  
3-4 Karen Hampshire & Kim Sorrell\*  
pack down – Kim & Sarah

- **Pack Down Floater** – Nick Purser

\*tbc

### **8. Any Other Business**

Mr Alford agreed to include information about Glebe Fest and the sale of wristbands in the newsletter on 28.4.17.

Members were requested to action their Action Points.

Bags2School has been organised for 11<sup>th</sup> October 2017.

Sports Day dates were noted as follows:

Wednesday 5th July	KS1 Sports Day: 9.30 – 11.30am
Monday 10th July	EYFS Sports Day: 9.30 – 11.30am
Thursday 13th July	KS2 Sports Day at Hillingdon Athletics Stadium: 9.30-11.30am

FoG will provide lollies for all the children after each Sports Day. KS2 children will receive their lollies on return to school.

Membership & encouraging new members was discussed. It was agreed that FoG will be included in the New Starter Packs again this year, and that FoG will run another coffee morning to welcome new parents at drop off on 5.09.17.

ACTION: Rav to revise text for 2017 new starters

Selling tickets to an Easter pantomime for Easter 2018 was considered. The Treasurer agreed to investigate the cost for approximately 50-100 tickets at The Beck Theatre and The Compass Theatre.

ACTION: Lisa to contact The Beck & The Compass regarding Easter Panto tickets

**9. Date of Next Meeting:** Tuesday 27<sup>th</sup> June, 7pm, in the School Hall.

The meeting closed at 7:55pm