

FOSSS Monthly Meeting – 18th April 2013

Attendees: Anne Jones, Liz Bradbury, Helen Hughes, Su Bland, Claire Jones, Nicola Ellis, Janet Stuart, Pippa Rikardg

Apologies: Zoe Farrow & Anne-Marie Deerin

Information for: Mike Clarke, Sarah Stafford

1. Discussed DJ for the disco and decided to use PA system to be loaned via Bill Hughes. Balloon making, hooping and circus skills to fill in children entertainment. I have cancelled Juli for summer fair.

Liz to speak with Oliver from scout group regarding providing circus skills for donation and publicity.

2. Candy floss and popcorn machine - not this year. Purchase popping corn and make in kitchen as part of tuck shop.

3. Licenses for the bar. Mike have you arranged for both fair and disco? Please could you put in the requests?

4. Fair date clashing with 64th Scout group camping weekend. Discussed impact on trading and children/parents volunteering. It was decided to change the date of the fair to June 29th a week before original date.

5. Launch assembly - it was decided to extned the date to allow more surveys to come in to so could address comments from the survey. Discuss next meeting.

6. FOSSS board. Photos were taken of the committee members on Friday 19th. Please all provide a little comments passage for Pippa to put next to your photo. Mike please could you pop to see Allison for your photo.

What to include: past achievements/projects supported and funded. Future aims and targets. Past event photos. Upcoming events information. Committee photos and information. Contact details.

7. Review fair plans and begin actions:

Flyers Su to design and print reviewed sample.

Sarah - please could you do a stock check

Bookers order: popping corn, rolls, bar stock, Tuck varied more fizzy pop cans for junior disco.

Sausages - Bransbury Park Zoe arranged the last time.

8. Volunteer list - Su and Laura to update and provide to school for staff room and front office.

Volunteers so far: Pippa, Laura, Su, Helen, Liz for both infant and junior disco

Janet, infant

Mike - assumed around for both.

9. Helen had samples of Merchandise to sell at the fair - samples reviewed and decided cotton shoppers with the new FOSSS logo.

10. Safety requirements for disco. Hall allows 180 seated and 300 standing. Numbered tickets required to ensure we are not over capacity.

11. Paella paella - Janet to call and discuss terms with Nicolsons. Su to contact The Kings to request a character for the event.

12. Traders confirmed to date : Phoenix cards, Beautify Me, charity toys, Just My Cakes, scouts activity tables, Fair trade and fair trade make a biscuit, Cute Little Monkeys, second hand uniform stall - parents can donate uniforms and also as end of year lost property will be cleaned and sold.

13. Website - discussed Anne-Marie and Nicola's updates. Divert emails that are in the domain to Laura.gunner@stswitunspta.co.uk I will review and action back log. Going forward will require a communication admin volunteer to cover incoming mail. Discuss next meeting.

Business page - sell space for an annual fee.

Community page - we can put up information that would be useful to website visitors - reviews and recommendations books, computer program's, clubs. Could in time become a forum but to start with static data only.

Market place - buy and sell items donations from sales to FOSSS.

Laura to provide Nicola and Anne-Marie with Twitter details to use.

AOB

Discussed bike xchange Stacey Road Portsmouth. Liz and Anne to look into doing something with them for the school. Su has contact details.

Target for FOSSS to help reach IT target of £12,000 for IT Suite refresh project. Some grant finding has been secured so any help from FOSSS would go towards the overall target.

Summer fair beach theme. Any ideas/donations of things beach like would be appreciated. Sand, beach balls, chairs etc

Donkey rides???

Displays - gym, cheer leading, boxing, karate Anne and Liz to ask teachers if possible to do some displays on the day.

Face painters and tattoo helpers required for the fair