

FKPA Meeting Minutes - 12.01.2021 7.30 -9pm

Attendees: Claire, Joanna, Kate, Mr Hunter, Nada, Lauren, Aimee, Sharon, Melissa, Sam, Francesca,

Apologises: Beth, Stacey

Agenda

- Welcome and Introductions.
- Review of Meeting Minutes
- Mr Hunter's Priorities
- Finance Update and Account Review
- Events Planner Review
- AOB

Welcome and Introductions.

- All committee members introduced themselves to Mr Hunter.
- Mr Hunter introduction on previous roles and how he is excited to work with a school that has a strong committee of parents who are keen to help the school and help improve the school life. Open to all suggestions we at the FKPA offer, which is great for all members to hear of such support.

Review of Previous Meeting Minutes

- CS to speak to DB about the £2000. CS contacted Mr Hunter last week and picked up on this. Please see notes below for further details.
- Bank Account – **Action for Jo** to change mandate and pick up the change to account details for Claire and Sharon. Email letter through to Aimee and Stacey to take into the bank.
ACTION - Sharon and Claire pick up remaining admin for bank.
- Lottery – Mr Hunter still to sign up 😊 76 tickets sold so far. Sam won first prize. 2nd draws won by Faye, kindly donated back the 1st prize, then also won week 3. Grandmother to a Keelham child won the most recent draw. Claire to speak to Francesca about listing in the Newsletter – **Action for Claire and Francesca.** Generates around £1500 a year with very little input. **Action for Mr Hunter** to try drum up some more teacher support on the Lottery.
- Steps challenge – Jo, Francesca and Lauren were looking at this. Jo discussing option of a Relay race from student's houses. Parents join child and film on live. May struggle during lockdown, but one to investigate. Gather sponsorship and charge entry into relay. Mr Hunter thinks that its something that can be promoted within school and get all the families on board. Need to find a simple solution. **Action for Mr Hunter** to speak to Teachers and try find a year group specific challenge or whole school. Need to try a way of collating it.
ACTION for Jo and Sharon and investigate Just Giving page and registering for gift aid – **Stacey and Aimee to investigate.**
- Smarties challenge – Prize for class that raises the most money quickly. Postpone until after lockdown.

- Mother's Day Shop – Possibly may have to postpone. Draft Letter ready, for Feb and give tight deadline. **Action for Claire** to draft up Letter, use Santa shop format. Use google form same as Doorstep Santa.
- Playground – Katie had asked about total FKPA contribution towards the fencing for the playground. When we applied for the funding it was specified for the bottom playground, so need to make sure we are clear on where the funds can go. Fencing has been quoted at £30k. Meeting with LEO Group on Friday. **Action Mr Hunter to speak to Katie and will clarify back.**

Mr Hunter's Priorities

- Reviewed meeting minutes and understands about the remaining £2000 (£500 per class). Mr Hunter doesn't think they will be able to safely take children out until the end of the academic year or intonew academic year. Other options to spend money could be resources.
- Wants to look at starting some projects, one big thing, needs some maintenance, painting, replenishing, and modernising.
- ICT suite needs modernising. Is used a lot by the children so would like to modernise, take out old seating and desks, update the boards around the room. Create an exciting space for the children. Contribution would be great. Looking at a themed area, where they can have an opening and launch. **Quote – Not sure yet Action Mr Hunter to provide estimated costs when received.**
- Small changes within classroom – some chairs are quite old. Look at different, colourful chairs for all the classrooms.
- Minibus – long term goal
- Main priority – create an exciting environment for the children.
- Playground – Confirms the top playground isn't being resurfaced; the fencing needs to be replaced. The Aviva fund was to be used to fund this *Needs clarifying further as Aviva stipulates, we use the funds on what it was applied for e.g. bottom playground*
- Bottom playground – talk of soft pour around adventure playground but would be better to have a plan for a whole new adventure area and a climbing wall. Maybe look at the whole project rather than a little bit at once.
- Looking at unique and long-term projects, show off what we are spending money on.
- Corridors following work to the boiler last week may be decorated by the Council.
- **ACTION for Mr Hunter/Katie** – to get some costs against some of the above.

All agreed that it is great for the FKPA to have something to aim for. Feel that we may get parents more on board if they're able to outcomes are visible/tangible.

Finance Update and Account Review

Incoming/Monies raised

Doorstep Santa - £235.27

Wreath Making Class - £370.45

2 x Non-Uniform events in December- £185

Sharon's Direct Line donation - £250

Out

Panto - £150

Halloween Prizes - £23

Hot Chocolate Cones for children to take home on the last day = £60

Christmas parties - £336.21

Current Bank Balance - Balance - £8278.48

Planned Spend for 2021

circa £6500 to go to the playground.

Remaining Balance after will be **£1778.78** left in the FKPA funds.

Need to have £3000 into account to cover all panto, leaver hoodies etc.

Events Planner Review

- Need to make sure we have something fun planned in
- Need to see when Coop funding is available. Look into additional streams of revenue/crowd funding e.g. AVIVA – **SAM to ACTION**. Coop application open in Spring 2021.
- Asda and Tesco Blue Token – **Aimee to ACTION**

Jan – Bags to school on the 28th Jan – **CLAIRE to action** – Email and say we will not be needing bags.

Feb – Dress down day for Valentine's Day – Lockdown dependant

March – Mother's Day Shop – Lockdown dependant

Other Ideas:

Easter – Doorstep Easter Bunny – **Nada to ACTION**

Steps challenge– **Jo and Sharon to Action**

Cookery Books – Parents and Children get involved, design a recipe, send into school and we create a book. Then sell books via school. Kids can make food, photograph, send pictures in etc. Include advertisements which can help fund it. **Claire and Francesca to ACTION**

Mother's Day – Afternoon Tea/Delivery Boxes – **Kate, Melissa and Lauren to ACTION** – Investigate Hygiene certificate. Lauren has Food Hygiene certificate if need be.

Pancake tossing competition – send in videos of tossing a pancake and send into email/to facebook page. Competition to see who tosses the most. Tuesday of half term. **CLAIRE to ACTION**

Zoom Meeting Quiz – Charge everyone £5 to enter – communicate/promote via Dojo. Need Quiz master- Dave Elliott? Need to make sure its child friendly. Weekend tea- time. Winner for each year group. **Kate, Sam and Sharon to ACTION** CLAIRE to draft up letter, can Lindsey design us a poster?
Claire and Lindsey to Action

AOB

Mr Hunter to communicate all of the above to teachers and try and get them onboard.

Francesca to send Newsletter in to go via Parent mail

Next Meeting 9th February, 7.30 by Zoom