



**DRAFT**

Meeting No.3 - 09/10

Date 31 March 2010

Location: community room, Hamble Primary School

Attendees - Margaret Jamieson (part of), Nicola Rickman, Shaun Finch, Lisa Smith, Fe Rowlands, Kelly Hallet, Shaun Laurie

Apologies Kathy Stonehouse, Julie Sneddon, Marie Holder

written by FR

Agenda Item No.	Item	Action By	Complete Date
1.0	<b>Welcome</b>		
	SF welcomed everyone		
2.0	<b>Issues and actions from last minutes</b>		
	Item 2.2- lottery licence renewal. LS said it was due 24 <sup>th</sup> Aug 2010	LS, MJ	0810
	Item 10.2 – MJ to speak to BP regarding sponsoring Fossi's T shirt, MJ said she was speaking to them regarding more important things. It was decided to leave t shirt discussions until September 10		
3.0	<b>Finance Report</b>		
3.1	LS said there is £9215.32 in the FOS account and £6000 in the school account a total amount of £15215. The timber trail quote came in at £14950 and it is due to start on 19.4.10 (this date now delayed)		
3.2	LS said she had only recently received a cheque for £151.60 from 'The Bags for School' And after the next one in May she would look at other companies.		
4.0	<b>Issues from school</b>		
4.1	There was nothing to report		
5.0	<b>Update on Timber trail</b>		
5.1	Due to start work on 19.4.2010 and should take 2 weeks. It was decided that the official opening should be at the May Fayre on 21 <sup>st</sup> May and need to choose someone to open it, ideas were Fossi, head girl and boy, Fay – to be decided.		
6.0	<b>Adoption of the model PTA constitution</b>		
6.1	If we use the standard constitution (with our aims attached) it is easier to adopt and once the forms are sent off you can become a charity in 10 days.		
6.2	SL (involved with the playschool one) said it looked straight forward and showed the playschool one.		
6.3	If we raise over £5000 a year then we need to become a charity, we can get more money back from the system, companies who donate can claim tax back.		
6.4	It will cost £92 a year which includes some insurance.		
6.5	The downside is the executive committee become trustees and have a legal responsibility (form CC3). Do trustees need insurance?		
6.6	Need accounts audited but cannot be done by a parent as they are members		
6.7	Need 3 members at the AGM –Chairperson, secretary and treasurer. SL said it was better to have an odd number of members for voting then the chairperson gets the casting vote.		
6.8	It was agreed we should adopt the NPTA and become a charity		
6.9	LS and MH to do	LS,MH	
6.10	SL said he could help with the accounts if necessary.		
7.0	<b>Next FOS Project</b>		
7.1	Various ideas have been put forward including some from the children 1.1. <i>Digital Camera for each class (from School) - £500 approx</i> 1.2. <i>Theatre Group (from School) - £450</i> 1.3. <i>Infant Play House (from School) – Wellie walk also raising money for this - £1000</i> 1.4. <i>Proper Size Cooker (Janet Thompson) – school like the idea but currently have no storage space</i> 1.5. <i>More Boys Books I the Library (Sally Holland)</i> 1.6. <i>Bird Box Camera &amp; TV (Shaun Finch) – £400 approx - too late to be used this spring</i>		



	<p>1.7. Texting Service – currently being costed by a Governor</p> <p>1.8. Laptops – James Hudson is currently doing a technical specification and costing.</p> <p>1.9. White boards – some classes are still without an interactive white board – cost</p> <p>1.10. Solar shades- £2500</p>		
7.2	<p>The above were discussed</p> <p>1.1 Digital cameras - all need to be the same type and with quick shutter speeds, this was thought to be a good first choice</p> <p>1.2 The theatre group come in the autumn term so there should be some money from the summer disco.</p> <p>1.3 The sponsored walk in March should cover this and the school to pay half.</p> <p>1.4 The cooker – MJ was asking Extended schools to pay</p> <p>1.5 There are plenty of boy's books.</p> <p>1.6 The bird box was thought to be a great idea for next year</p> <p>1.7 Texting service – a future project</p> <p>1.8 Laptops – there is 1 year left on the present IT suit, Mr Hudson is looking at what is needed – a future project.</p> <p>1.9 White Boards – the last 2 classrooms, Hall and Community room are being done by the school soon.</p> <p>1.10 Solar Shades – they were still being looked at, costs from £2500 - £27000 for electric ones. LS to pass some new names to Roy</p>	LS	
7.3	<p>Other items were discussed</p> <ul style="list-style-type: none"> <li>• Story teller chair as Sam Wright is becoming a Story Teller but the chair costs about £500 which was thought to be too expensive</li> <li>•Blinds in the dining room – MJ to ask Roy</li> <li>•Decorating the Hall including curtains – MJ and Roy are putting a bid in as a school project because it is a major cost.</li> <li>•The children's other ideas included – Go karts, Quad bikes, Tennis Courts, Covered area, Shaded areas and Flower beds.</li> <li>•The flower beds BP were hoping to do but problems with insurance so MJ is asking Extended Schools to help.</li> <li>•</li> </ul>	MJ MJ MJ	
7.4	<p>It was decided to get new quick speed cameras for each/most classrooms for the new school year, to help pay for the Theatre group in the autumn and look at getting bird boxes with cameras in the winter.</p>		
8.0	<b>Brief Report from Past Events</b>		
8.1	Valentine Cake Sale –		
8.2	All went well everyone enjoyed it, and it was easy to organize. £231 was raised. Wellie Walk – The kids loved it and it was easy once a date had been set. Awaiting amount raised.		
9.0	<b>Events in the Summer Term</b>		
9.1	<p><u>May Fayre</u> Date 21 May 2010, each class to do a stall MJ asked FR for a copy of who did what at the last one. Ice creams were popular at the last one, LS &amp; FR to look at hiring an ice cream van or buying individual ice creams as last one was brilliant there were huge queues and 5 of us serving MJ said she would ask Wendy for a price to cook pizza which everyone agreed to be great. FR said we were very short of tables last time, LS said she would ask the memorial hall Bouncy castle would be good FR&amp; LS to discuss, some details in the in tray</p>	FR LS, FR  MJ  LS LS, FR	
9.2	<p><u>End of term Disco</u> Date 16 July MJ to book DJ Need someone to organize, FR is away that evening but can help organize beforehand Possible theme to dress up – ask the school council, Hamble weeks theme this year is Greece</p>	MJ  MJ	



9.3	<p><u>Hamble Week and Carnival</u> 26 June – 4<sup>th</sup> July</p> <p>The Carnival is on Saturday 26<sup>th</sup> June and the theme is the Sea, Hamble Community School –Chris Riley is organizing it. SF said he would email photos of last years carnival to MJ. The kids danced (one routine 3-4 times) and played music from the church down to the shore. LS to ask the memorial hall if the kids can get dressed in there The soap box derby is held mid week – a raft with wheels is pushed down the High Street then rowed along the front then pushed back up the High Street, All the kids watching have water pistols and water balloons which they aim at the teams it is a wonderful evening. SF said he was trying to put a team together including parents and teachers, it was thought the kids would love to soak some teachers! SF to email photos</p>	SF LS	
9.4	<p><u>Sponsored swim or walk for the juniors</u> Ask the school and school council</p>	SF LS	MJ
10.0	<b>FOS Communications</b>		
10.1	Newsletter – LS & SF to look at	LS, SF	
11.0	<b>Any other buisness</b>		
11.1	Kathy will change the banner showing new targets	KS	
11.2	We desperately need more helpers		
11.3	Circus 2011 – if we do have one we need to keep it very simple – may be on an evening		
11.4	Nicola Rickman has asked to go on the email list (nicola.jones..		
11.5	SF had received new ink cartridge and mobile phone collecting boxes, it needs to be advertised	MJ	
11.6	14 <sup>th</sup> May Bags to school – bags need to be issued at least a week before There is a new manager at BP and they will be taking the old Pergola down	MJ	
11.0	<b>Date of the next meeting –end of term or September</b>		

Information regarding the May Fayre. We haven't got the helpers to do much, but the classes will each have a stall, we will organize a 2<sup>nd</sup> hand toy sale, ice creams, sweets and drinks and possibly a bouncy castle.

## **THE MAY FAIR 2008 date 21.05.08**

**Weather – dry and hot**

### **THE SCHOOL ORGANISED THE FOLLOWING**

- Bouncy Castle
- Splat the Rat (James Hudson)
- Boogie Box & Disco
- Make your own craft project to take home – DID NOT GO AHEAD
- Goal shooting
- Colouring competition (Val Wilson)
- Raffle (Mrs Jamieson) asked for donations in letters sent out
- Organized Games
- Guess the number of sweets in the jar (Becky Gardiner)
- Weight of the cake
- Homemade Cake and cookie sales (Debbie Mackenzie)
- Toy and book sales (Lee Wallington)
- Guess the teacher from old photos



- Face Painting (Mrs Kingswell and Kelly)
- Treasure Hunt Grid(Nicky Rickman)
- Name the Teddy (Carol Collyer)
- Tombola (Dawn Carter)
- Fun Games

LOCAL BUISINESSES

- Have you picture taken in Victorian dress Lyn Whitear and Marleen from manor farm, botley
- Plant sales
- hair accessories
- animal food and accessories
- hamble market
- books -Usborne Books Beverley Bennion 023 8040 2942
- Cards Pheonix Cards Annie Bellam 023 8045 5233
- Therapies Hand Reflexology & Alternative Therapies,Amita Dave, 01489 786799  
Therapies Indian head massage, nails, waxing, Louise Whitely 023 8045 2363 DID NOT COME
- Body Bodyshop Sharon Foxley
- Supermarket Co-op Russell & Kevin Village knight944@btinternet.com 023 8045 4954
  
- Restaurant Marco's Restaurant info@marcosinhamble.co.uk
- Food Bonne BoucheCarol 023 8045 5771
- Butchers Farmers Choice Free Range Meat Alex Daas 07828 236390
- Farm Hollygrove Farm Shop Lesley 023 8047 4964
- Lesley 07704 763716 Family Veg box /Plants
- Farm Abbotts Farm saraharcherill@btinternet.com Hanging baskets, herbs etc
- Photographers Coyote Photography Shaun Finch 07713 742103
- Candles Partylite Candles Lisa Smith 023 8045 3219
- House Virgin Vic HomewareTracy 023 8036 9308
- Mad Max - - - - - Croc Wellies
- Emmanuel Collages - moved

OTHERS

- Fire Engine – Mark Williams or Karl Manners 023 80453113
- Police
- Horizon TeamGym Club Lisa Souter 07906 686406 (2x free lessons)
- Gymnastics

FRIENDS OF SCHOOL

- Face painting
- Ice Cream Factory – design your own with loads of toppings to choose
- BBQ - hot dogs and burgers
- Hot drinks



- Cold drinks
- Plant sales (Juliette)

## NOTES

1. Fair started at 2.50
2. Dinner ladies and Cathy Stonehouse started setting up at 1.15, others from 1.45, but very hectic so 1.30 for all helpers next time if possible
3. The weather was perfect
4. we 'borrowed' year 6 to help put tables out, sort out book stall etc they were very useful
5. the toy stall used 6 tables and each table was priced - 10p, 20p, 50p, £1 and £2 and more plus had tubs and boxes for small items which worked well.
6. The school stalls were in the infant playground, the refreshments were near the kitchen and the local businesses and private were in the hall and junior playground
7. ice cream stall, there were 3 people serving at first which wasn't enough – need 5 or 6, the ice cream should have been lifted out of the freezer 20mins before as was hard to serve(after 10mins) and we all got blisters. used 11 large -4litre tubs of ice cream, bowls, 4 bottles of sauce, 1 boxes of rainbow drops, 2 boxes of jazzies, hot water to dunk scoops in was essential, charged 50p and ran out of ice cream before the end - but sold approx 208 ice creams.  
Wendy Hinge(head cook)lent 3 ice cream scoops  
The freezer held exactly 11 tubs of 4 litres ice cream (from makro)  
A few decorations left & 1 1/2 bottles sauce  
Kitchen roll, hand wipes and bins needed  
A lot of notes handed over so good float needed  
Another table would have kept the queues down
8. BBQ ? hot dogs, ?burgers, ? cheese, ? baps, ? rolls, ?ketchup, ? onions. Charged £1 hot dogs,£? burgers, £?+50p cheeseburgers. Veggie options available bought far to many of these need to cut back 50% next time. 2 BBQ's 2 persons on each 1 cooking. 1 money - see July disco for prices
9. Tea and coffee amount? cost?
10. squash and water amount?cost ?p squash and water free
11. Faye with her pink clown hair was great and essential telling people what was going on with PA system
12. we reduced the price of toys and books by 50% after about 1 1/2 hours then everything 10p after 2 hours.
13. floats- WE USED ABOUT £500 TO BUY THE FOOD AND PROVIDE THE FLOATS.
14. the stalls in the hall were a bit forgotten even though Kathy Stonehouse put notices and sent yr 6 around with flyers – maybe more big notices next time

## IDEAS FOR NEXT ONE

### Advertising

- Could be a key event for village so advertise in church and village magazines, flyers in cars
- Bouncy castle needs responsible adult to check age and number using it as accident in 2008 with senior child
- One thing the older boys liked was buying trading cards - so maybe ask for donations and have a table that year 5/6 could organise?
- Morris Dancing, Maypole
- Fire engine would prefer to be on back field next time

**PROFIT £1240**