

Friends of Longwick Committee Meeting Minutes

Tuesday 24th June 2025 Longwick School 7.30pm

Attendees

Vicky Clarke (VC) Chair
Alix Locke (AL) Secretary
Rachel Armstrong (RA) Treasurer
Abby Dunn (AD)
Corrina Hutchinson (CH)
Hannah Moore (HM)
Kat Spybey (KS)
Ms K Craker (KC) teacher representative

Apologies

Jessica Smith, Caroline Byrom, Sharon Shinner

Treasurers Update

Current funds in the bank £21,948

After known commitments £16,111

Still waiting for receipts for Yr4 ice creams, Longwick fete stall and school disco.

School lottery doing well but ideas to promote again – these included school newsletter, village newsletter, facebook posts.

See full details below

Cash Flow for 2024-25

24/06/2025

	£	Comment
Total opening balance (01/09/24)	14,238	
Fundraising events		
Art Show	11,058	
Christmas Fayre	2,166	
School Lottery	600	
Village Fete - Sweet Jar Tombola	218	
Christmas Cards	187	
Second Hand Uniform	139	
ASDA Cash Pot	130	
Doughnut Sale	76	
B2S Recycling	48	
Board Games Afternoon	30	
Easy Fundraising	17	
Disco	(45)	
Total Fundraising	14,624	
Expenditure		
School Trips	(2,000)	
White Rose Maths	(1,173)	
Purple Mash	(850)	
STEM show	(648)	
M&M Theatre Productions	(599)	
School Chicks	(500)	
Class Spend pot	(420)	
A5 Canvases for Art display	(152)	
Reception Starter Packs	(150)	
Forest School	(150)	
Usborne Books Top Up	(57)	
Christmas Crackers	(56)	
Coat hooks for playground	(46)	
Yr6 Post SATS ice creams	(23)	
Total Expenditure	(6,824)	
Lottery License	(20)	
Parentkind	(162)	Includes insurance
Other (incl. interest)	122	
Closing balance	21,948	Current funds in bank
Commitments		
2025/26	5,000	School trips (£2k), PM (£1k), WR alt. (£1k), Other (£1k)
School website	380	Total cost £750. Also allocate the £370 Quiz money from Parentm
Year 6 Leavers Party	100	
Class Pot for Sept25	357	Running total (10% total fundraising, less Art Show)
Remaining funds	16,111	Funds for allocation

Volunteers for 8th and 15th July New parents refreshments.

Volunteers needed for these dates to provide refreshments, 2nd hand uniform and promote Friends at the new reception parents/ children story time sessions 3-3.30pm.

CB/AL/HM will do 8th July
CB/AL will do 15th July.

ACTION

AL to try and source another volunteer for 15th July.

M&M theatre production funding for next year.

The school have provisionally booked the theatre company to return for another performance July 2026 to include a ½ hour workshop for yr6 about theatre sets/production/lighting etc. Cost £799.

Performance booking can be cancelled by 3rd July.

Committee discussed that a better price could be found for this. The company often offer a reduce price later in the academic year.

Friends would like to wait for this so to cancel the booking for now.

ACTION

AL to email the school to request booking to be cancelled but will review booking later next year or finding alternative production.

Funding contribution for Geography resources.

Mrs J Barton as school Geography lead has requested funding for new atlases and globes for the school as current resources are out of date.

She has requested a set of 30 Atlases for class use, 14 atlases – 2 copies for each class teacher and 6 globes.

Total funding request around £611.

Committee VOTED YES to fund the resources.

ACTION

AL to email Mrs Barton and school finance to advise of funding decision.

School sports day BBQ

Unfortunately, the committee have not been able to secure a BBQ and enough volunteers for this event, so will have to cancel.

Ice lollies will be sold instead for £1

KC advised sports day is a combination of carousel of sports followed by races starting at 1pm.

ACTION

AL to source ice lollies. VC to provide big ice box. To send parent mail informing parents BBQ not going ahead.

HM/AD volunteered helped to sell ice lollies.

Freeze pop Fridays

CH suggested doing a freezepop sales on Fridays at school pick up.

Discussed that could do for the last 3 Fridays of term 4th/11th/18th July.

Freezepops sold for 50p each.

ACTION

AL to liaise with school on dates. Source Freeze pops and organise volunteers to run.

Suggested Friends Meeting dates for next academic year.

Monday 15th September 25

Monday 13th October AGM 25

Tuesday 18th November 25

Tuesday 20th January 26

Monday 9th March 26

Tuesday 28th April 26

Monday 22nd June 26

ACTION

AL to email dates to the school to confirm then post and confirm this committee members.

Funding request for class fans for hot weather

KC advised that school only has a couple of good working fans to try and keep the school cool during the hot weather. Children in classrooms are struggling with heat. School has no funding for these items.

Request for 7 industrial, school safe fans @93.99 each. Total £657.93

Committee VOTED YES to funding.

ACTION

AL to email Longwick school finance department with details.

School requests / updates.

KC updated the committee that Purple Mash and White Rose Maths books were no longer going to be used. Purple mash is being replaced by a free scheme called 'Teach computing'. The White Rose program will still be used but work sheets/school work books will be used instead.

PE funding is OK, but need to improve History and Geography. English funding is on going. Will be using the 'Right Stuff' scheme and would like to introduce a reading spine of 82 core books as class readers and continue development of English in the school. The books are a variety of texts that are spread across the year groups from reception through to Yr6. Likely school will need Friends help to fund this.

The school computing team 'Turn it on' are looking to move to Winbooks with children having their own login for IT lessons. Some parent concerns as to enough working Chrome books.

Other staff request/suggestions include:

A rug for every classroom in KS2.

A set of high vis vests for staff and children with Longwick name on for school trips.

Shed for forest school storage.

Request for 7 ipad minis for each class teacher to build the classroom link between school and home with pictures and instant class updates, currently using cameras and USB sticks which is slow and time consuming.

ACTION

KC to send funding request to Friends about reading spine once details confirmed.

To get costings for each of the items so Friends can discuss further and decide what can be funded.

AL to get quotes for 7 x ipad minis.

AD to speak to husband re shed costings.

AOB

Friends Accounts

Signed by VC and AL. RA to submit before 30th June 2025.

School Disco

AL asked KC if staff volunteers could be found to assist ideally with first aid certificate.

Clothes Swap/board games afternoon

CB advised expression of interest email sent, only 4 responses, not enough interest to go ahead with planning this event.

Boards game afternoon made £30 but had a very low turn out.

PTA recruitment.

Discussion about the future of Friends. Both VC and AL will be stepping down from their roles in October. So far, no expression on interest to fill the roles.

VC will also be stepping back from the Art show next year and concern as to the future of this event with decreasing numbers of volunteers to continue.

AD has produced PTA recruitment poster will go in new starter packs and posted out to the rest of the school via parent mail, newsletter, WhatsApp groups etc.

KS has offered to write and accompanying letter.

Suggestions included promoting at Parents Evenings and Longwick Fete getting people's email addresses.

Amazon Wish lists.

Friends still keen for teachers to create class wish lists.

ACTION

KC to take back to teachers.

Tesco Grant

Can apply again just need project details/costings for application.

Class Dojo

Committee discussed with KC that a lot of pictures from all year groups appearing on Class Dojo recently to the whole school community. Worried re parental permissions for this/safe guarding.

ACTION

KC to check re internal and external parental permissions are being used correctly.

NEXT PROPOSED MEETING DATE MONDAY 15th SEPTEMBER 2025.