

Friends of Longwick Meeting Minutes

Monday 16th September 2024 7.30pm @ Longwick C of E Combined School.

Attendees

Zoe Nelson (ZN)
Alix Locke (AL)
Rachel Armstrong (RA)
Caroline Byrom (CB)
Gemma Lunnnon (GL)
Vicky Clark (VC)
Kat Spybey (KS)
Abby Dunn (AD)
Hannah Moore (HM)

Apologies
Sharon Skinner, Corrina Hutchings

Treasurers Update

Friends raised over £15,000 last year, through the various events organised. The Christmas Fayre, Artshow and Quiz night being the biggest fundraising events.

Current funds in the bank £14,238. Following current known commitments £8,159.

See cash flow sheets below for 2023/2024 and 2024/2025 for full details.

Cash Flow for 2023-24		16/09/2024
	£	Comment
Total opening balance (01/09/23)	9,757	
Fundraising events		
Art Show	11,245	
Christmas Fayre	2,158	
Disco	376	Total profit £101 as £275 DJ cost paid in prior year.
Quiz	311	Total profit of £680. Parentmail payments of £370
Second Hand Uniform	295	
Purple Day Cake Sale	146	
Sports Day Ice Lollies	106	
Doughnut Sale	105	
Cake Decorating Workshop	105	£25 ticket, £15 profit per ticket
Village Fete - Sweet Jar Tombola	100	Inside stall paid for & own table (£20)
World Book Day	81	
Strawberries & Cream	75	
B2S Recycling	40	
Tea Towels	37	
Easy Fundraising	33	
Total Fundraising	15,213	
Expenditure		
Art Show - Hanging System	(3,614)	
Playground Painting	(2,100)	
White Rose Maths	(1,545)	
Table Tennis	(999)	
Purple Mash	(960)	
Planetarium	(650)	
Class spend pot	(420)	
Reception Starter Packs	(150)	
Year 6 Leavers Party	(102)	
Christmas Crackers	(52)	
End of term popcorn & squash	(42)	
Easter competition prizes	(18)	
Yr6 Post SATS ice creams	(16)	
Total Expenditure	(10,668)	
Transfers between accounts	0	
Other (incl. interest)	154	
Parentkind	(153)	Includes insurance
Sports Day Jul23	(35)	
Audit Fee	(30)	
Closing balance	14,238	Current funds in bank
Commitments		
Class Pot for Sept24	397	Running total (10% total fundraising, less Art Show)
Canvases for mental health week	150	
M&M Theatre visit	550	actual cost £550 + VAT
School website	380	Total cost £750. Also allocate the £370 Quiz money from Parentmail
School trips for 2024-25	2,000	
Remaining funds	10,761	
Grants		
Heart of Bucks - Green Schools Fund	1,939	Recycling Bins

Cash Flow for 2024-25		16/09/2024
	£	Comment
Total opening balance (01/09/24)	14,238	
Fundraising events		
Total Fundraising	0	
Expenditure		
Canvases	(152)	
Total Expenditure	(152)	
Closing balance	14,086	Current funds in bank
Commitments		
Class Pot for Sept24	397	
Class Pot for Sept25	0	Running total (10% total fundraising, less Art Show)
M&M Theatre visit	550	actual cost £550 + VAT
School website	380	Total cost £750. Also allocate the £370 Quiz money from Parentmail
School trips for 2024-25	2,000	
White Rose Mathsbooks	1,600	75% of total cost (estimated)
Purple Mash	1,000	estimated cost
Remaining funds	8,159	

Annual class cash pot usually calculated at 10% of total fundraising, less Artshow. For Sept 24 this would be £56.71 per class. RA proposed this be rounded up to £60 per class, totalling £420.

Committee VOTED YES to class pot proposal.

Committee asked whether likely to be any further know commitments requests from the school. ZN advised that they have had to change to a new reading scheme (Little Wandle) so new books required. Suggested old reading scheme books could be sold cheaply (ie 50p per book) to parents and these funds could be reinvested into new reading scheme.

Committee enquired whether any savings could be made with White rose maths books and reuse of exercise books for some subjects into the next academic year.

Also requested feedback from staff about Class pot for Sept 23 and how school website was progressing as funds had been allocated for the update of this.

ACTION

AL to send summary of meeting to JW requesting updates about website and feedback for cash pot Sept 23 and update of Sept 24 cash pot spend.

Committee to discuss White Rose Maths with Mr Jones at next committee meeting.

School Lottery

RA set up and leading, all info has been sent out by parent mail. Launches this Saturday. Ticket target set at 50 tickets per week, currently 13 sold so far. If reach weekly target, lottery could potentially raise over £1000 for the school.

ACTION

CB to put on Facebook

Reminder parent mail to be sent by RA for Friday 20th Sept.

AL to put onto WhatsApp groups on Friday 20th Sept.

Look to continue to promote and spread the word. Refer to friends and family. Promote outside of school too?

School Discos Christmas 2024 and Summer 2025.

Currently DJ Rob is booked for Friday 13th December 2024. No summer 2025 booking in place at present.

New committee/parent leads required for these events.

RA advised that discos currently only make £40-£50 profit.

Suggestion of trying to do the postponed silent disco this year for Christmas?

Discussion of increasing ticket price. Including extras in increased ticket price such as face painting/tattoos. Do a sibling discount.

ZN also suggested alternative of children's entertainer instead cost of around £200 for 3 hours.

Would like to keep summer disco with DJ - to look at dates 11th or 18th July 25

Review Christmas disco to see if silent or self run. To keep DJ booking until know plans.

ACTION

VC to WhatsApp Friends group to see if any committee members will lead discos. Will do parent mail to see if any parent volunteers willing to run.

VC to speak with Miss Laver re silent disco at Christmas.

AL to contact Rob DJ about summer availability.

Christmas Cards

VC advised Mia had previously said she would do for us this year and that info/designs required around October 24.

ACTION

VC to confirm with Mia and update at next meeting.

Christmas Fayre 2024

HM, AD and AL have agreed to lead event. Proposed date Sat 7th December.

ACTION

AL to confirm proposed date with the school.

Tesco Grant

AL advised that we could apply for again with value of up to £1500 being granted towards a project. Discussion of project for this. Suggestion of new bike/scooter storage.

ACTION

KS to send details to AL so grant application can be started.

2nd Hand uniform shop/sales

A new committee/parent lead needed.

AL and CB volunteered to run.

Next sale pencilled in for Thursday 24th Oct.

ACTION

AL/CB to check date of sale ok with school.

Doughnut sale

AL proposed doing another sale before breaking up for half term.
CB suggested possibly toffee apples as near Bonfire night.

ACTION

VC to check what price can get toffee apples from wholesaler.
AL to check suggested date with school.

AOB/Fundraising ideas.

CB suggested Osbourne book fair in Nov - will check with school.
Bags2school collection - AL to contact them for availability and book.
CB suggested board games afternoon, with refreshments - poss Jan/Feb time
Wreath making workshop - KS has contact to do, she will see if still available. Possibly do one in conjunction with Christmas Fayre also.
Philippa's cake workshop - fun event last time - do adult and child this time. ? do at Christmas Fayre.

ACTION

CB to contact school re date for Usborne book Fayre.
KS to check about Wreath making workshop.
Board games afternoon to be reviewed later in the year.