

# MINUTES

## Friends of Fir Bank – Meeting minutes

9<sup>th</sup> of November 2016

### In attendance

Janett Morton, Lindsey Harrop, Michelle Anderson, Lucy Reynolds, Mrs Mackay

### Apologies

Kirsty Saville

### Treasurer's Report

Current Bank Balance: £5,144.90

Income from the Halloween Disco: £313.87

Cheque for trips and visits has been issued to school: £1400

### Next event: Christmas extravaganza Friday 9<sup>th</sup> of December 3.30-6 pm

#### Let It Snow Globe

Lucy has entered a competition and won the Giant North West Snow globe to be available for our event.

The company will come and set it up an hour in advance.

They will charge each child for entry to the snow globe, £1 of which will be donated to FOFB

#### Santa's Grotto

To make sure as many children as possible can see Santa we will be arranging 15 minute slots for 15 children to see Santa at the same time. Santa will talk to them and ask them whether they have been naughty or nice.

The grotto will be set up in the meeting room.

- Presents (selection boxes this year, to make the wrapping and sorting easier) – reduced price to see Santa  
Lindsey
- Decorations: set up the meeting room with Santa's chair, white covers for the floor (Lucy) and a light (Lindsey) so that Santa can see. Project picture of a logfire to the wall for extra atmosphere
- Who will be Santa /Santa's helper Leah Morton

#### Tickets

- Children's tickets for seeing will be £2
- Adults will be charged £1
- Deadline for buying tickets is the 2<sup>nd</sup> of December
- Ticket money needs to be put in an envelope marked with the child's name and put into the class box

#### Food:

Food can be bought on the night at the prices advertised. The number of tickets shall give us an idea of number of turkey sandwiches / hotdogs.

- 100 Hot dogs / buns / ketchup Janett
- App 50 Turkey sandwiches with cranberry / apple sauce Lucy
- Tea& Coffee, Hot chocolate Janett
- Mulled wine Janett
- Mince pies Janett
- Christmas sweet cones Lindsey
- Cold soft drinks Janett

### **Stalls and games**

- Class tables – contents to be confirmed by teachers
  - Decorate the bauble £1 each Lindsey
  - Six socks challenge £1 Lucy
  - The lucky carrot 50p per go Lucy
  - Hook a cracker 50p per go Lindsey
  - Snowman poo and reindeer poo either 50p per bag or used as prize Lucy
- There are lots of pocket toy prizes left for winners from the summer. We'll use them up.

A girl will come in with a stall for nail painting to raise funds for charity.

- Bottle & sweets tombola – **None-uniform day will be held on the 2<sup>nd</sup> of December** for both bottles and sweets to be brought in.

**Raffle Prize:** Christmas Hamper

Janett

Cash Management:

- Expenses up to £10 will be re-imbursed out of petty cash
- Higher amounts will be paid by cheque.

### **Christmas Afternoon – Mon 12<sup>th</sup> of December 1pm**

This will be a free event this year. Due to work commitments we are not able to serve hot drinks and mince pies.

### **Christmas Card Fundraiser**

We discussed the option to sell Christmas cards designed by the children. There are printing companies that run such schemes. We have requested some information packs. For this year we have left it a bit late to organize, but we will consider it next September.

**Kind Regards**  
**Janett Morton**  
**Secretary**