

Friends Association of Great Chart Primary School Committee Meeting
Tuesday 10th December 2024- 7pm - Great Chart School

1. Present

Amanda Oliver, Kate Brown, Sarah-Marie Collins, Natalie Phillips, Wendy Pang, Nicola Bellman, Michelle Noakes, Jill Collins

2. Apologies

Khadija Hamid, Vicki Prigmore, Claire Tanton

3. Conflicts of Interest

Nicola Bellman – Governor at Goats Lees Primary School, Trustee of Towers Tiny Tots

4. Minutes of the Previous Meeting

Accepted as a true account of the meeting with no matters arising.

5. President's Report

Welcome back to our December meeting.

Please could I say a huge congratulations to you all for putting on such a successful Christmas Fair. It was so lovely to have this event back in the school calendar. The school was buzzing and having the craft stall holders taking part really worked well alongside your own stalls. It was also lovely to see the support you received. Thank you so much for your hard work- again you all made it look really easy!

The school discos again were a great success. The children are always very excited for these events especially being a Christmas theme. Thank you once again for the meticulous planning which goes into these events.

The children are once again looking forward to Elfridges opening. Thank you for all your hard work and planning. Although a simple concept it works really well.

On Thursday 19th December the children will be treated to the Aladdin Panto- oh yes they will! This is all thanks to your continued support and hard work.

The AGM will be coming round very soon so we must ensure all of the paperwork is sent out to parents in good time, preferably by the end of term and then a reminder next term. I'm hoping no one wants to step down!

Thank you so much for your support and finally please could I wish you all an amazing Christmas.

6. Chair's Report

Good Evening,

Thank you to everyone attending this evening. I cannot believe that this year is nearly finished.

Thank you to everyone who helped with the Christmas Fair. I think it's safe to say it went well! Just a shame the weather wasn't on our side again. We have received amazing feedback regarding Father Christmas. He was great! We have already had several stall holders asked to come back. We have decided to do it all again, with a potential date of Sunday 22nd November 2025 so get that in your diary NOW!

Thank you to Jen, Sarah-Marie, Hayley, Nicola, Kate and all the staff for all your help at the school discos on Friday! The last one was a challenge but we survived and the children all had a great time!

If anyone missed it, we are having a get together on Friday 10th January. Thai Basil and then a few drinks. Really hope we can all make it.

Thank you to everyone for their support in my first year as Chair. I don't think we've done too badly. Here is to a quiet January!
Merry Christmas / Happy Holidays!

7. Treasurer's Report Income Since Last Report

| Date | Event | Item | Incoming |
|------------|----------------------|---|-----------------|
| 19/11/2024 | Christmas Fayre 2024 | Father Christmas Bookings | £537.58 |
| 19/11/2024 | Christmas Fayre 2024 | Snow Globe Bookings | £385.93 |
| 19/11/2024 | Christmas Fayre 2024 | Stallholder Payments | £15.00 |
| 01/12/2024 | Christmas Fayre 2024 | Games, Refreshments, Raffle etc. Cash Takings | £1470.80 |
| 01/12/2024 | Christmas Fayre 2024 | Father Christmas on day donations | £12.00 |
| 01/12/2024 | Christmas Fayre 2024 | Refreshments – card takings | £148.45 |
| 01/12/2024 | Christmas Fayre 2024 | Streetz2Streetz Donation | £35.00 |
| 04/12/2024 | Unknown | Unknown | £9.86 |
| 06/12/2024 | Christmas Disco 2024 | Cash Tickets Sales | £20.00 |
| | | TOTAL | £2634.62 |

Outgoings since last report

| Date | Event | Item | Outgoing |
|------------|----------------------|--|----------------|
| 19/11/2024 | Christmas Fayre 2024 | Tinsel | £5.00 |
| 20/11/2024 | Misc | Extension leads | £50.98 |
| 20/11/2024 | Christmas Fayre 2024 | Snow blanket | £5.99 |
| 22/11/2024 | Christmas Fayre 2024 | Baileys | £40.00 |
| 22/11/2024 | Christmas Fayre 2024 | Mulled wine | £43.02 |
| 25/11/2024 | Christmas Fayre 2024 | Tombola tickets | £7.81 |
| 27/11/2024 | Fireworks 2024 | Refund for "failed" payments that came through later | £28.00 |
| 28/11/2024 | Christmas Fayre 2024 | Grotto backdrop | £14.98 |
| 28/11/2024 | Misc | Storage boxes | £90.00 |
| 29/11/2024 | Christmas Fayre 2024 | Refreshments | £89.23 |
| 30/11/2024 | Christmas Fayre 2024 | Mince pies | £18.99 |
| 30/11/2024 | Christmas Fayre 2024 | Father Christmas biscuit decorating biscuits | £4.40 |
| 01/12/2024 | Christmas Fayre 2024 | Refund for duplicate Father Christmas | £5.00 |
| 01/12/2024 | Christmas Fayre 2024 | Bacon roll for Father Christmas | £3.00 |
| 06/12/2024 | Christmas Disco 2024 | DJ | £150.00 |
| 08/12/2024 | Misc | Domain renewal (two years) | £28.78 |
| | | Total | £585.18 |

Christmas Fair

After all costs, the Christmas Fair raised £1,648.19. It was a wonderful festive event and well attended. Having slots for the snow globe and Father Christmas throughout the day worked well to keep a constant flow of visitors, even if the snow globe didn't generate lots of profit. The two food stalls that donated a % of their takings on the day didn't generate much income for us, so we might want to consider how we run them next year. And due to moving the remaining stock from the fireworks to the Christmas fair, our refreshments stand took a hit on cost. We have decided not to move the cost of any leftovers from Christmas on again to a future event so this will make events using them more profitable.

Current Balance

As of 9th December 2024, we have £31,738.39 in the bank, plus cash to bank from the Christmas fair. The accountant has checked last year's accounts and is happy with these.

8. Christmas Fair

Feedback following the fair has been positive.

One complaint was about the cost of the rides. We had agreed with the rides provider that they would charge £3 and on the day they charged £4 which some families felt was expensive. It was agreed that we would look at different providers for next year.

It was discussed as to whether we wanted external vendors next year. As most people do not stay for the full time, next year we will provide refreshments ourselves as we made very little from the food trucks. We noticed the chocolate strawberry stall was very popular and so we will do this ourselves next year.

The biscuit decorating went well. Although we had allowed for two biscuits per child, one was enough.

Father Christmas was excellent. He advised on the day that if we want him again next year, we need to book him early.

9. Elfridges

To be held on Friday 13th December

Helpers: Natalie, Khadija, Sarah-Marie, Hayley and Alice

We can access the hall straight after drop off

Wrapping paper in the uniform cupboard and we will avoid using Santa wrapping paper as this is what we used to wrap the gifts from Father Christmas.

Mrs Pang is going to organise sellotape and scissors.

We have had a good amount of presents donated this time.

Cost will be £2 with 50p donated to Save the Children. Natalie will give the school the donation once counted.

It was agreed that Natalie and Sarah-Marie will count after the event.

10. Donation to School

Back in January, we agreed to officially give the school £13,000 with the side note that if we do really well we will donate an extra £2000. However, after talking to Mrs Pang, the school will have to replace a part for the boiler which will be a few thousand pounds. Amanda, Kate and Sarah-Marie suggested that we increase the donation from £15,000 to £20,000. We have plenty in the bank to cover the invoices which we are still awaiting on for the benches and the basketball hoops, and to cover any costs for future events.

The increase in donation is not to pay for the boiler, however the school were not expecting to have to incur this cost and had been hoping to buy Chromebooks which is what the extra money will go towards.

The Friends Association have noticed that on the Amazon Wishlist the SEN items do not tend to get purchased. Therefore we would like to support the school with this in the coming year. It was suggested that the money raised from the ASDA Cashpot scheme could go towards this.

Jill agreed to look into the grant process for KCC. Sarah-Marie and Amanda will look at grants from Ashford Borough Council and Great Chart & Singleton Parish Council.

11. Spring Movie Night

We agreed to hold a Movie Night on Friday 7th February.

We would like to include EYFS. Their event will be a Family Movie Night where a parent can attend with them. They will watch a Julia Donaldson film.

The EYFS event will be from 3pm – 3:30pm and will cost £3 including a drink and smaller biscuit.

Key Stage 1 Movie will be 4pm – 5:45pm

Key Stage 2 Movie will be 6pm – 7:30pm. Year 3 will join the Key Stage 2 movie this time.

Both will cost £5. The children to be given a list of movies and to vote on which one they would like to watch.

12. Any Other Business

The AGM paperwork is completed and will go out in the next eBulletin.

Preloved School Uniform will be sold in the hall with all the stock out on tables in sizes to allow for easy browsing on Thursday 16th January.

We will also begin collecting costumes for Topic Days.

Easter Bunny Hop will be held on Friday 4th April.

13. Important Dates - Future Events

Friday 13th December – Elfridges

Thursday 16th January – Preloved Uniform Sale

Friday 21st March - Donations for Someone Special Sale

Friday 28th March - Someone Special Sale

Monday 31st March- Easter Raffle Draw

Friday 4th April – Easter Bunny Hop

Tuesday 22nd April - Sunflower Surprise

Friday 2nd May - Doughnut Sale

Friday 16th May - Disco

Friday 23rd May - Doughnut Sale

Friday 6th June - Donations for Summer Fete

Friday 6th June - Frozen Fridays Start

Friday 13th June - Someone Special Sale Friday

Saturday 21st June - Summer Fete

Saturday 12th July - Y6 Leavers Party

14. Dates For Future Meetings

Tuesday 14th January AGM

Tuesday 11th February

Tuesday 12th March

Tuesday 29th April

Tuesday 20th May

Tuesday 17th June

Tuesday 1st July