

# Minutes for Friends of Westgate Meeting 12th May 2014

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Present: Helen Carpenter, Gill Mullens, Claire Marsh, Charlotte, Laurel Chambers, Liz Bownes, Cathy MacDonald, Hannah Webster, Andrew Ross, Steph Wood, Nicky Lee.

1. Welcome and Apologies: Jo Newell, Sarah Fuller, Vicky Mirfield, Debbie Parapia, Serena Lunn.

2. Minutes of last meeting circulated and approved.

3. Committee issues: Helen Jackson standing down as Publicity Officer, but agreed to continue with social networking aspect of job. Liz Bownes to take over notice board at least until AGM when voting will take place again for each role.

At next AGM new Chair and Treasurer hopefully appointed as Claire and Andrew stepping down at end of school year. Liz happy to stand as Publicity Officer (focusing on noticeboard), Vicky happy to stand again as Secretary. FOW to spread word to encourage applicants for Chair & Treasurer!

Public Liability insurance paid up for the year. £50.

4. Feedback from recent events:

a) Easter Fayre: Thanks to Liz, Debbie, Gail et al.

It was noted that there were fewer donations on the tombola and cake stall but that other stalls/ good footfall made up for it. Rota for names hard work this year. Debbie suggested making each class responsible for a stall etc and this suggestion was approved.

Face painting queues very long. Will try to get more painters next year.

Liz thanked everyone for their help.

b) Ragbag: Easter one made slightly less than one before. It was agreed that timing/ Advertising/ Weight of summer versus winter clothes could all have been a factor but overall, still worth it, and agreed to keep timings same for next year.

5. Forthcoming events:

a) Foodbank: Becky will inform us of date.

b) Maypole: Drinks and flapjacks during Tuesday's Maypole dancing. Debbie organising with help from Liz and Laurel. Gail organising uniform sale. Possible plant stall by Margaret (Liz to liaise). Set up at 1.30.

c) Sports Day: Provide tea/coffee if weather cold, ice pops if hot. Gather ice boxes. Vicky to organize with some helpers.

d)Carnival: Prototypes for Carnival shown. Slow response to letter asking for numbers so basing on last year's numbers. Dates for volunteers to help put costumes together in school are: 16<sup>th</sup>,17<sup>th</sup>,18<sup>th</sup> June in Y6 room (all years except Y6&1). Y6 and Y1 who will be done 12<sup>th</sup> June (PM) in Mezzanine.

Materials needed. A sub-committee set up to build plane. See Mr Wardman re. boxes.

Claire to email FoW asking about storage/workshop space for the plane. Cathy to let Claire know what other emails need sending (volunteers needed to cut materials & help children assemble costumes)

6. New initiatives/suggestions: Brewery visit as alternative to curry night?Andrew to explore.

Raffle suggestion from Rachel: Pick a day in a diary – incorporate into next year's social event (curry or brewery tour).

7.Spending plans:Stage lighting. Helen C to explore costs etc.

£860 left in coffers!

8.AOB: Had some unexpected money from Scholastic Books:£500 which has now been spent on more books.

9. Date for next FOW meeting(AGM) 7<sup>th</sup> July