

Date: 09/09/24
Time: 20:00-22:00
Meeting: SEPT 2024 - Friends Meeting
Attendees: Sarah Willert (SW), Jenny Wood (JW), Clare Belcher (CB), Joanna Thornton (JT)

ACTION BY/LEAD

1. 2024/2025 CALENDAR

- Friday Tuck Shop dates - Up to Dec 2024;
 - i. 13/09/24
 - ii. 20/09/24
 - iii. 27/09/24 - selling left over MacMillan cakes.

Tuck shop to continue monthly on a themed basis

- SEPT 24 27/09/2024 - MacMillan Coffee morning 9-10am
- OCT 24 18/10/24 - TUCK SHOP Cygnet cake donation (Halloween themed)
25/10/2024 - 01/11/2024 - Halloween trail
- NOV 24 15/11/2024 - School Disco
22/11/2024 - Quiz & Curry night
..... - TUCK SHOP Swan cake donation (Bonfire/Christmas themed)
- DEC 24 06/12/2024 - Christmas Cracker
..... - TUCK SHOP Robin cake donation (Christmas themed)
- JAN 25 n/a
- FEB 25 14/02/2025 - Dress down day
- **MAR 25 (30/03/25 is Mother's Day - not discussed at meeting)**
- APR 25 04/04/2025 - Dress down day
(20/04/2025 is Easter Sunday - not discussed at meeting)
- MAY 25 23/05/2025 - Dress down day
- JUNE 25 n/a
- JULY 25 18/07/2025 - Dress down day
TBC - Summer BBQ

2. PTA TEAM/ RESOURCES

- JT & CB agreed to share the role of secretary.
- JT to take minutes, letter writing, general admin JT
- CB to manage Press/PR, social media, poster generation CB
- SW to send Canva log in details to CB; SW
- **(post meeting note: completed 10/09/24)**
 - i. friendsofhemblington@gmail.com
 - ii. **fHps&2020**
- SW to stand down as chair at end of academic year July 2025, thought to be given as to who could replace SW next year ALL
- JW to continue as Treasurer NOTE
- AGM Date to be changed from 14/10/2025 to 17/10/24. Notify office JT
- Friends notice board to be updated after AGM JT
- 20/09/24 - Social night and box sorting at Sarah's **(post meeting note: date being rearranged)** SW

3. ENGAGEMENT

- School roll numbers to be confirmed JT

- Reception numbers to be confirmed JT
- **2024 fundraising totals and achievements** - thank you letter and poster to be generated to tell parents how the 2024 fundraising money was spent. Important to keep parents in the loop so they can see what their efforts/contributions have helped to fund. Office to print off and send out in book bags SW
- **2025 fundraising newsletter** - letter detailing what fundraising aims are for 2025 with future dates on the other side.
- SW to email template to JT. To be sent out after AGM in Oct-24 JT
- AGM date changed to 17/10/24. Notify office JT

4. TUCK SHOP

- Weekly tuck shop not working as hoped. Takings decline with the same offerings each week. Need momentum and change of offering to make it interesting.
- Ice Cream season will be May-Oct (but weather dependent)
- 1 last ice cream order to be made and sell until run out JW
- From Oct-24 Tuck shop will continue monthly on a themed basis.
- Previously, KS1 parents more willing to provide cake bakes. Continue on this basis
- OCT-24 = Cygnets - Halloween themed
- NOV-24 = Swans - Cookies
- DEC-24 = Robins - Snowman
- JAN-APR 25 = **Friends** to provide cake bakes for KS2 (doughnuts/ muffins/cookies)
- Check whether Fri 25th October 2024 is last day of school or inset JF
(Post meeting note: Catherine Gant confirmed 25th is an inset day and school is closed so tuck shop to be 18/10/24 instead)

5. DRESS DOWN DAYS

- OCT 24 - 18/10/24 - Bottle donations for Christmas
- NOV 24 - n/a
- DEC 24 - 20/12/24 - Christmas themed
- JAN 25 - n/a
- FEB 25 - 14/02/25 - Valentine themed
- MAR 25 - n/a
- APR 25 - 04/04/25 - Easter themed (Good Friday is 18/04/2025)
- MAY 25 - 23/05/25 - Summer themed
- JUNE 25 - n/a
- JULY 25 - 18/07/2025???

6. HALLOWEEN TRAIL

- **Date: 25/10/24 to 01/11/24:**
- W/c 07/10/24 ask for Halloween sweet donations or Christmas bottle donations??
- **20/10/24 6pm at Jenny's for sweet packing TBC**

7. DISCO

- **Date: 15/11/2024**
- Will Olly do one last disco? SW
- Friend what's app and Facebook appeal to find replacement DJ for discos SW/CB
- 16:45 - 18:00 - Yr R to Yr 3 (poster required) CB
- 18:15 - 19:30 - Yr 4 to Yr 6 (as above) CB
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8. QUIZ & CURRY

- **Date: 22/11/24**
- Can only proceed if David Whittle can host. TBC

SW

9. CHRISTMAS CRACKER

- **Date: 06/12/2024**
- Smiggle have a sale around now which could be used for presents. Price point is £1 pp.
(post meeting note: CB/SW completed)
- Paper bags to be given out via book bags 22/11/2024. Return by 29/11/2024
- Children to decorate bags. Parents to fill with items for kids tombola

10. Next meeting - AGM 17/10/2024 @ 8pm