

Friends of Fishergate

Minutes of meeting held on Thursday 6th March 2025 at 9am , in Busk Coffee Shop, Fishergate

Item	Notes	Actions
Present/ apologies for absence	Present: AR, FM, JD, HF, GJ Apologies: BH	
Matters Arising		
Spring Disco 28th March	<ol style="list-style-type: none"> 1. Already in place prior to meeting: <ul style="list-style-type: none"> ● AP has agreed to DJ thanks to action from FM ● 'Song Request' boxes have been put out in the hall 3rd-7th March this week. 2. Jobs to be done: <ul style="list-style-type: none"> ● FM put together Poster to be used at school, on SM and the website. ● Purchase refreshment supplies - usual offerings - JD Offered to buy these. 3. Due to an unforeseen issue that occurred at the Halloween Disco last term and in order to meet our risk assessment responsibilities, it was agreed that: <ul style="list-style-type: none"> ● <u>No</u> unsupervised children go in the quiet room UNLESS it is with their adult, and to make this clear in all comms leading up to the event. ● Sell adults tea & coffee 50p from the end of/or near snack stall using only one hot flask as take up is usually low. 4. It was suggested that the door entry could increase from £1 to £1.50 this time? <ul style="list-style-type: none"> ● It was agreed to ask £2, with a minimum donation of £1 so people can pay as they feel, for the following reasons discussed - to maintain enough coins for giving change on the door, a swift pace of entry on arrival and keeping the price event for all the school. 5. Some volunteer helpers have already come forward and AR will continue to recruit leading up to the event. 	<p>AR send email to call for final song requests.</p> <p>FM Poster FM to include new door pricing info.</p> <p>JD Refreshments</p> <p>AR Recruit Helpers List and shout outs</p>
Financial Update	<p>Treasurer FM supplied a summary of the year finances so far:</p> <ol style="list-style-type: none"> 1. Funds Raised from events so far £3,427.46 2. Upcoming events this year include Spring Disco, Summer Fair and cake sales forecasting another approx £2000 3. Funded and Paid for - so far £1025.49 4. Running costs £182.00 5. Agreed payouts yet to be settled £3,320 6. Agreed payouts yet to be invoiced & settled to the tune of 	

£6,550

7. Approximate bank balance at close of school year anticipated to be around £4000

Cake Stalls

- From this overview it was summarised that due to running fewer cakes sales this year (i.e. once a term per year group rather than twice a term as previous years) average cake sale takings remain on the lower end of previous years and the focus of only one sale each term does not reap equivalent takings of two. These changes were originally made to take pressure off families, cater to the lack of available helpers on a weekly basis and to align with the schools focus on healthy eating.
- Previous years, year groups raised on average £400 so this amount has already been awarded to classes at the start of this year rather than later to enable teachers to spend as required and reduce the end of year rush.
- To date as it looks like half the awarded money will be recouped via bake sales.

Income vs Expenditure

- Agreed expenditure this year is more than the forecasted fundraising for this current period and is possible due to the bank balance brought forward from 2023/24.
- The estimated £4K balance that will pass through to the next school year 2025/26 is notably less than seen in previous years and will cover 'some' but not all of the basic re-occurring annual funding if no other fundraising were to be done.

General Trends

- Though the main events so far have been very successful, notable changes that have had effect on fundraising so far: a smaller 2024 Xmas raffle with no pre-sale tickets, less extra curricular fund raising events, i.e. quiz, table top sale, plant stall and less frequent bake sales and a smaller committee and planning team.
- The Christmas raffle was purposely run smaller this year. It was decided it was best not to exhaust our raffle donators resources and instead go big in the summer raffle, saving volunteer resources at this time for our other Xmas events.
- There are still secondary fundraising channels of easyfundraising, APFS Xmas Cards, Asda Cash Pot 2024, Clothing label commissions and Gifts to be included at close of year but these are not guaranteed and added in as bonus funds.
- Although main events generally bring in the needed volunteers required, it sometimes can be quite lean and last minute. Having fewer regular volunteers and less new ones joining for planning meetings has impacted the capacity for extra events this year.

FOF Recruitment	<p>It is agreed that a strong recruitment push is needed in order for the Friends of Fishergate to be able to operate going forward next year. Unless new committee members step forward, the committee will consist of a Treasurer only and will not meet its constitutional requirements, resulting in being no longer able to support our school. This would be a huge oversight when the resources needed to close down the charity for it to be reinstated at a future point, would be terrifically inefficient. And to the cost of the school community and the children.</p> <p>General attendance currently at meetings and thus being able delegate jobs and roles, is currently seen at 3-5 people this year compared to five years ago where general attendance was frequently 6-10 people. There is a definitely lower take up in recent cohorts which can likely be defined by numerous factors and barriers as the demographic of the school changes from year to year, along with the financial, time sensitive and health related pressures people are experiencing. How can we get around this?</p> <p>It was agreed we need to campaign and recruit heavily to get this message out there. Suggestions of job positions and vacancies could be 'advertised' in the weekly newsletter, also splitting task responsibilities to share the load. Main focus <u>must</u> be the Chair position and increasing members in the general planning team and therefore sharing the workload.</p>	<p>AR to sketch out some campaign ideas and run past Committee and Planning team.</p> <p>Recruitment information to be sent via email on the parent platform so the message is clear.</p>
Summer Fair 2025	<ul style="list-style-type: none"> ● Date set for Saturday 5th July - keeping to first weekend in July as previously done prevents it clashing with other local events. ● AR has started on raffle prize request at half term ● Funfishers expressed an interest last year to join in contact them for this year ● Invite AP and singing groups ● Gazebo -TSYS kindly lent us their 8 metre gazebo, was very useful but incredibly difficult to carry and transport. Just stick to 5 owned by Friends plus any other offers ● Have a think about games and stall lists 	<p>AR check HF can access Raffle Request spreadsheet</p> <p>AR contact FunFishers if they would like a stall</p> <p>Check date with school and ask Mick to notify Melbourne centre</p> <p>prep stall and games lists & Shout out for Gazebos & Helpers & external stalls</p>
Request: Playground	<p>A recent request from the school Governors to help fund the renovation of the playground, specifically re-lining the court.</p> <ul style="list-style-type: none"> ● Friends agreed that £1000 that has previously been set aside for a mosaic project for two years can be reallocated for playground costs as this needs priority 	<p>Notify Govnrs of finding request outcome.</p> <p>Notify School Finance team of movement of money.</p>
AOB	<p>Other fundraising ideas:</p> <ul style="list-style-type: none"> ● £20.25 agreed is a good idea - been passed to school for feedback ● GJ suggested specifically targeting business close to school to initiate one off gift donation or regular annual donations e.g TSYS, Tower House etc. 	<p>Compile a list of companies to approach and a script to go in with</p>