

Friends of Springfield School

Meeting – Thursday 16th November 2023

Present: Lynn Stubbs, Kim Cepeda Wilson, Laura Armitage, Lorraine Standring, Kate Bentley, Helen Knight, Becca Price, Siobhan Murphy (MC Construction)

Apologies: Lindsey O'Connell, Emma Goodwin, Debbie Thelwell, Wendy Barnes, Mr Protheroe – Rotary Club, Joe Lusher – Duke of Gloucester, Drew Scarle

HK opened the meeting, welcomed everyone and thanked them for coming. Welcome to our new committee member, Becca.

The minutes of the last meeting were reviewed and confirmed as an accurate record of the meeting held on Wednesday 18th October 2023.

We agreed to focus this meeting on the upcoming Festive Fayre event.

Finances

We are still looking for someone to fill the Treasurer position within the group. We agreed to pick this action up in the new year at the January meeting and for now, financial activities will continue to be managed by the admin team.

Since the last meeting we have received a donation from the Co-op, Gateway Crewe of £1,497.38. A small group of staff and students attended a small celebration at the store and the Store Manager would like to continue the partnership with the school which Helen will pick up in the new year.

We have also received donations from Drew Scarle's marathon run, Easyfundraising (£54.85) and Jayne Tattersall's daughter has secured agreement from Barclays to match funds raised at the Festive Fayre up to the value of £500.

Volkswagen, Crewe have also shown an interest in partnering with the school in a charitable/fundraising capacity and Helen will also pick this up in the new year.

Festive Fayre

Thursday 7th December from 5-7pm.

- Kim has the **stall plan** for the event and classes are working on their stalls
- **Visiting Santa** will now be in one of the classrooms – **ACTION: Helen/Cath/Carolyn/Lorraine** to dress the 'grotto' on the day, Lorraine has got the lucky dip toys, **Helen** to get chocolate coins
- Construction contractors will help to make as much **parking** available as possible, but we will also put a note in the newsletter to try to car share/walk/use public transport where possible

- **Food** – MC Construction have ordered the pre-sliced turkey to arrive on the day along with bread (200 rolls), **ACTION: Katy & Rich** supplying stuffing and cranberry sauce, **ACTION: Helen** to pick up veggie option on the day, kitchen staff staying on to help cook and serve, charge £2.50
- **Drinks** – Lynn has spoken to Helen (staff member) and drinks are all in hand
- **ACTION: Helen** to come in to school on Monday 20th Nov to arrange raffle ticket and leaflet bag drop
- **Non uniform day** set for Friday 1st Dec to collect for Chocolate Tombola **ACTION: Helen & Katy** to come in to school on the day to label and store chocolates
- **Friends of Springfield stall** will be selling raffle tickets, handing out our 'Get Involved' leaflets, signing people up to Easyfundraising and School Lottery and if we have enough help, remembrance baubles to hang on the Christmas Tree
- **Wheelbarrow of toys** – in addition to two champagne and food hamper, MC Construction have very kindly donated a wheelbarrow full of sensory toys and sports equipment. The group decided that this was such a high value prize that it should form a separate raffle, Lynn has raffle ticket books and this will be run by FoS members and our Head Elf, Adam
- Our interns will be running a **treasure hunt** to encourage people to move around the different areas of the Fayre
- Kim has sourced the log slice **Christmas decorations** that each child will decorate to hang on the Christmas Tree (and lights) that MC Construction are very kindly donating

AOB

Laura has a potential donation of £250 from a parent in return for the purchase of an AAC app, the group agreed and Laura will organise this when appropriate.

Date of Next Meeting

Thursday 23rd January 2024, 12 noon at Springfield School. If anyone would like to attend virtually, please notify Helen Knight.

If anyone has any questions or feedback, please contact Helen Knight, FoS Chairperson on 07894 786239 or helen.knight@springfield.cheshire.sch.uk