

## Minutes of Friends of Montalbo School Meeting held 9<sup>th</sup> May 2018.

### Present:

Mr C Minikin –Headteacher  
Simon Miller –FOMS Treasurer  
Louise Finlay  
Julia Steele

### Apologies:

Rebecca Simpson  
Shaun Thornton  
Hazel Rayner  
Laura Francis  
Abi Smith

**1.Minutes of last meeting:** Minutes of meeting 18<sup>th</sup> April 2018 were discussed and agreed.

### 2.Matters Arising:

#### Update from Abi –received 9<sup>th</sup> May 2018

##### Garden update

- Viaduct near completion – just Nixons to do the arches and it is done thanks to Dom (Mrs Daniels husband) helping finish all the stonework.
- U-turn interviews have all taken place and we are just waiting for the final 4 edited versions (Mr Minikin has the first 4 and says they are excellent)
- Payment for U-Turn and Viaduct are being arranged via the school fund to save VAT (£1500 for Viaduct (billed by Nixons)– funded by CDCF) £1428 (billed by Blackbox AV) - funded by TAP small grant £1000 and Northern Heartlands £428
- Interviews are still to be billed for by John Atkinson £250 and again has been funded by Northern Heartlands (let Simon know we got a £25 reduction on the artwork from Blackbox hence the small difference of billed to funded amount £703.

##### Lottery Update

- Attached details for everyone of the first two draws showing 29 tickets for draw 1 and 38 tickets for draw 2 showing an income for two weeks to the school of £26.80 (shown as society funds to the right)
- Yourschoollottery have subsidised the first two weeks to keep the prize of £20 so we still need to promote it to ensure we are above 50 tickets a week (we are at about 48 I think so that's £998 per annum for the school)
- I just need to inform them of FOMS bank details and the license details and the first payment will go in – Simon please keep this for your records.
- I have a form I need an extra signature on to send back to them – please can Julia/Simon sign (given to school office today)

Bi-monthly form to be completed for DCC for the school lottery so they know how much we are raising.

#### **Lottery licence with Durham County Council to be updated annually in March.**

**3. Bingo Night** –confirmed will go ahead at school Thursday 7<sup>th</sup> June 2018 at 6pm. Pam Ashmore and Marie Lambert have agreed to run the bingo. We need to agree how many games we play and how much tickets will be. Louise thinks we had 5-6 games last time with last one being for a bigger prize pot. Julia will message Pam.

Tickets will be £1.50 for adults to include Pie and Peas.

Children can attend for £1 to watch a movie supervised or to play outside if weather is nice. Ticket will include a drink and popcorn. Dilute orange, blackcurrant or water.

School will print tickets and they will be on sale from the school office from Monday 14<sup>th</sup> May. 90 tickets will be printed.

Poster will be printed to go on board outside. Will also be advertised on FOMs Facebook Page.

Tickets will also be available on the door on the night.

### **To be ordered /purchased**

**Pies** -Simon agreed to order from Taylors of Darlington or from McFarlane's Butchers.

**Bottle of dilute orange and blackcurrant** rather than buying cup drinks. Simon to purchase from Morrisons.

**Red and brown sauce** to be purchased - Simon

**Mushy peas** –Louise will organise with Dave. Peas will be soaked overnight at school on 6<sup>th</sup> June. Teas and Coffee will be available –boiler will be switched on and flasks of hot water put out similar to Mothers Day. People can help themselves.

**Wine** – Simon will purchase and also borrow glasses from Morrisons. Agreed that a poster would be printed agreeing a suggested donation of £4 for a maximum of 2 glasses of wine.

**Popcorn** –Simon will purchase –we need to find sweet bags left over from valentines disco to put popcorn in.

**Trays** for Pie and Peas –check cupboard and purchase if needed

**Napkins** –have some white ones

Raffle –will be raffle on night. Julia will ask for donations of raffle prizes to be left at office. Julia to check how many raffle tickets we have.

**4. Summer Raffle Details** – Louise will order printed raffle tickets that we can put in school bags.

Raffle to be drawn at last summer performance, date to be confirmed by Mr Minikin.

Julia and Louise have some prizes already. Julia to pull list together. Shaun to ask Glaxo.

Julia to pull together letter to businesses.

Request for raffle prizes to be added to FOMs page.

### **5. Date of Next Meeting:**

Wednesday 13<sup>th</sup> June -5pm

Will discuss Summer Raffle

Julia will bring in catalogue with Christmas Cards, Tea towels etc.

Future fundraising events to be discussed /planned