

**Friends of Chester Bluecoat Association
Meeting 16.11.11**

Present: Amanda Moore, Catherine Dunne, Emma Wood, Sam Wiltshire, Amanda Ellis-Rushton, Katie Bedford, Jenny Fowlie, Rachel Nightingale, Susie Pollard, Christine Turner, Vicky Lipscombe, Hannah Mabbot

Item		Actions
1.	Apologies: Jane Crawford, Sue Harrison, Sharon Price, Claudia Maranhao, Ursula Lepping, Kirst Goodall, Lesley Webb, Kerry Hoey, Rachel Clarke, Ruth Coyne, Caroline Halton, Karima Rachi	
2.	<p>Points from minutes of 7 Nov:</p> <ul style="list-style-type: none"> • Vicky almost finished collating parent questionnaire responses. • Emma Wood agreed to fill vacant post of Community Liaison person • Marketing post still vacant. Agreed to review this in the future when it is clearer what all the new committee roles will involve. • Business contacts list been passed to Hannah Mabbot. 	
3	<p>Organisational issues</p> <ul style="list-style-type: none"> • It was discussed whether to have a comments box / notice board in the reception areas for parent to leave comments for the committee in. • The issue of joining Facebook as an organisation was raised. Linkedin was suggested as a more professional alternative. It was suggested that being on Facebook would make us more attractive to local businesses who could donate, add links to their own sites etc. It was agreed to ask parents opinion about this (via newsletter?) and it could perhaps be trialled • Internet passwords are being sorted out now ready to give out to children before Christmas. • It was suggested that an annual year planner should be made for the Friends to keep track of things coming up etc. This could go onto internet site. This can be progressed from Jan onwards when the year can be looked at as a whole. 	<p>Put into place Jan onwards</p> <p>Katie to look at pros/cons of Facebook and Linkedin</p>
4	<p>Main Agenda Item : Christmas Fair 2011</p> <ul style="list-style-type: none"> • Friday 2nd Dec 3.30pm (Infants to be let into the building from 3.15 onwards) • Katie has 6 students who have volunteered to help on the day. • 50p – 75p gifts needed for Santa’s Grotto. Decided on 160 gifts in total. Santa would struggle to see more children in the times. 	<p>Christine Turner to look at</p>

	<p>‘Elf’ on the day needs to be stricter than previously with timings to allow as many children as possible to see Santa.</p> <ul style="list-style-type: none"> • Decorations, lights, tree etc. needed to decorate grotto • Ursula had mentioned running an international food / cake stall. It was felt that this was a really good idea that might be better placed as part of a wider event next year (i.e. World book day?) • Donations still needed of socks and buttons for making puppets and kits to sell at fair. • The Chester branch of ‘The Entertainer’ toy shop has donated £25 to use at the fair for a prize etc. • Several stores have been approached by Sharon price by letter for donation of gifts etc. • Rachel suggested selling books (A good internet deal means we could buy book for £1 and sell at perhaps £2) Again, it was felt that this might be better as part of a larger world book day celebration next year. • Reindeer food was mentioned by Christine Turner. Children would make up their own bags with glitter and oats and attach a label. • It was felt that we had enough people to run the stalls on the day. Katie suggested putting up laminated signs that people could write their names on for all the activities • Letter due to go out for colour hampers. These will be filled with items of a specific colour for each year group. They will be auctioned on the day live. Katie to ask her lecturer Julian if he will lead the auction • Stalls list so far..... Colour hampers Santa Grotto Food (cakes etc.) Hair braiding and nail painting Toys and books Bottle tombola Face painting Biscuit decorating Craft / felt area Sock monsters Filled jar stall Temporary tattoos 100 square Pick a box Hook a snowman (?) Secret Santa room 	<p>suppliers through work</p> <p>Christine to progress ?</p> <p>Katie to progress ?</p> <p>Katie to progress ?</p>
5	<p>AOB</p> <ul style="list-style-type: none"> • Meeting venue was discussed. Some parents had been approached by others to say the choice of local pub was 	

	<p>inappropriate. Committee members discussed the pros and cons of this. It was felt that a private area of a local pub was appropriate for many reasons. Katie agreed to hold another shorter meeting during the working day at school for parents who objected but still wanted to be involved with the friends association. Any future objections should be placed in writing and the committee can then respond to individuals appropriately.</p>	
6	<p>Date of next meeting (Xmas fair prep.)</p> <p>Katie agreed to meet in Junior hall from 2.30pm on Thu 1st Dec and again from 7pm onwards for last minute sorting of items, wrapping, decorating etc. etc.!</p>	