



## Friends of Hazlemere C of E School OGM 10<sup>th</sup> November 2020 (via Zoom)

The meeting commenced at 19:30 with Karen Adams in Chair, Hana Beever in Vice-Chair, Marney Hallett as Treasurer and Holly Jephson (Secretary) taking the minutes.

**Present:** Mrs Donczyk, Mrs Bartlett, Beena Ellis, Sarah Howse, Rebecca Simmons, Katie Simon, Eleanor Tiangga, Becky Wotherspoon (Marketing).

**Apologies:** Mrs Bhabra, Marie-Claire Benson, Karen Bruton, Hannah Gray, Helen Sarnar-Taylor

<b>1. Apologies for Absence</b> <ul style="list-style-type: none"> <li>Apologies were received and noted</li> </ul>	
<b>2. Approval of Minutes (Meeting 8<sup>th</sup> October 2020)</b> <ul style="list-style-type: none"> <li>The minutes were approved</li> </ul>	All
<b>3. Finance Summary</b> <ul style="list-style-type: none"> <li>Balance <b>£19,118</b></li> <li>Committed spend <b>£5,585</b> <ul style="list-style-type: none"> <li>Reception whiteboard (£2,200)</li> <li>Key subject support (£3,000)</li> <li>Year 6 book money 2019-2020 (£100)</li> <li>EYFS golden time money 2019-2020 (£125)</li> </ul> </li> <li>Available funds <b>£13,533</b></li> </ul>	Marney Hallett
<b>4. Administration Updates</b> <ul style="list-style-type: none"> <li>Retaining aspects of the previous logo the Friends logo has been updated, this has been done to make it more compatible with the new website.</li> <li>As mentioned in the previous meeting, Becky Wotherspoon has kindly offered her services (<a href="https://www.fivespoons.co.uk/">https://www.fivespoons.co.uk/</a>) to create a website for the Friends. At this time, we really need to be able to take online payments for events we are running. A website will enable us to do this as well as providing an online platform to advertise events and ask for help. It's hoped that this could also build more of a community, helping people to get involved with the Friends by providing one place where they can find out everything we're doing. The hope is to have the website up and running in January, with the ability to place orders for Santa Letters in December.</li> <li>Becky has offered her expertise for free, the only cost would be to Wix the website hosting platform, £146 for 12 months or £378 for 3 years in advance.</li> </ul>	Becky Wotherspoon
<b>5. Roof</b> <ul style="list-style-type: none"> <li>At the last meeting (08/10/2020) Mrs Bhabra asked if the Friends would consider donating <b>£7,000</b> towards the cost of the repairs to the roof. The school roof is leaking and in need of repair/replacement, costing <b>£140,000</b>. As the school is owned by the church the diocese will fund 90% of repairs, the remaining 10% (<b>£14,000</b>) is to be paid for by the school. The school's finances have been hit hard covering the excess repairs from last year's vandalism and becoming "covid-safe", Mrs Bhabra has asked the Friends if they are willing to donate half of the costs. This was put to the meeting and all attending agreed to ring-fencing the funds. If you have any concerns please Email the Friends.</li> </ul>	



<ul style="list-style-type: none"> <li>• A board has been suggested to track the progress of the fundraising. A rainbow design has been suggested. Marney Hallett has a contact who has offered to print the board for free and Becky Wotherspoon is working on the design.</li> </ul>	
<p><b>6. Current Projects</b></p> <ul style="list-style-type: none"> <li>• <b>Shed</b> <ul style="list-style-type: none"> <li>– Teds Sheds have very kindly provided a replacement shed for the reception outside space. Due to the lockdown imposed since the last meeting, the school were unable to accept all the offers of help to build the shed, but two volunteers, Colin Waldock and Steve Adams, were allowed to build the shed (socially distanced of course!). A huge thank you to them and to Teds sheds (<a href="http://www.tedssheds.co.uk">www.tedssheds.co.uk</a>).</li> <li>– Becky Wotherspoon to prepare a social post to thank Teds sheds.</li> </ul> </li> <li>• <b>Environment Day</b> <ul style="list-style-type: none"> <li>– As there were so many offers of help, it was suggested that we have an "Environment Day", where a team of volunteers come to help with maintenance of outdoor areas of the school. Will be put on hold until current restrictions are lifted.</li> </ul> </li> <li>• <b>Cakes4Kids</b> <ul style="list-style-type: none"> <li>– Tesco kindly donated enough cakes for all the children in the school to have a treat at the end of term. We hope to repeat this in the new year.</li> </ul> </li> <li>• <b>Hot Dog Day</b> <ul style="list-style-type: none"> <li>– All the profits from Hot Dog day go directly to the Friends and the school. This could be highlighted more to the school community.</li> </ul> </li> <li>• <b>Christmas Cards</b> <ul style="list-style-type: none"> <li>– Have proved quite popular, suggested that next year we use a company where you can order online.</li> </ul> </li> <li>• <b>Christmas Pudding</b> <ul style="list-style-type: none"> <li>– Sales a bit slow, £150 of £200 minimum met, class reps to advertise to school community. Order deadline 18<sup>th</sup> November 2020.</li> </ul> </li> <li>• <b>Turkeys</b> <ul style="list-style-type: none"> <li>– Minimal input, any sales earn the Friends money, class reps to advertise to school community.</li> </ul> </li> <li>• <b>Santa Letter</b> <ul style="list-style-type: none"> <li>– Letters have been drafted by Amelia Gledhill and sample paper ordered. GDPR concerns raised about the Friends having addresses. A consents statement to be included in order form, Mrs Bhabra has agreed that this would be OK.</li> <li>– The hope is payments can be made via parent pay and order forms linked to a beta-version of the Friends website.</li> </ul> </li> <li>• <b>Virtual Balloon Race</b> <ul style="list-style-type: none"> <li>– Next race scheduled for 1<sup>st</sup> December.</li> <li>– Prizes for overall winner given out by ecoracing, additionally the Friends will offer prizes to the winner(s) of the school race.</li> </ul> </li> <li>• <b>Bags2School</b> <ul style="list-style-type: none"> <li>– Clothing and fabric recycling scheme, paid per kg. Collection bags to be distributed late November. Bags to be brought to school gazebo the morning of Tuesday 15<sup>th</sup> December 2020. Eligible items can be found at <a href="https://bag2school.com/">https://bag2school.com/</a></li> </ul> </li> </ul>	<p>Karen Adams</p>



<ul style="list-style-type: none"> <li>• <b>Wreath Making</b> <ul style="list-style-type: none"> <li>– Whilst they have been successful in the past sadly it is not possible to host a wreath making event at school this year. Hana Beever has reached out to local company Booker Garden Centre to see if we are able to obtain packs for wreath making (£8-9) or a collaboration on any orders of complete wreaths. Mrs Donczyk to reach out to Peter Harvey who have been used previously by the school for willow wreaths.</li> </ul> </li> <li>• <b>Raffle</b> <ul style="list-style-type: none"> <li>– The raffle is one of the school's biggest fundraisers, logistics of how this can happen this year need to be discussed further with Mrs Bhabra. Scheduled for 12<sup>th</sup> December 2020.</li> </ul> </li> </ul>	
<p><b>7. Ideas for Fundraising 2021</b></p> <ul style="list-style-type: none"> <li>• <b>Virtual Quiz</b> <ul style="list-style-type: none"> <li>– Becky Wotherspoon to lead, potential collaboration with local cocktail delivery company</li> </ul> </li> <li>• <b>Tea Towels</b> <ul style="list-style-type: none"> <li>– Mrs Donczyk to leading at school- Mother's Day</li> </ul> </li> <li>• <b>New to You School Uniform</b> <ul style="list-style-type: none"> <li>– The Friends have a selection of pre-loved school uniform for sale, with a suggested minimum donation of £2 per logo item and £1 per non-logo item. We may have a uniform sale day but this is on hold due to current circumstances. In the meantime, if you are wanting any items please contact your class rep for details.</li> <li>– Friends are not currently accepting donations.</li> </ul> </li> <li>• <b>Zoom Painting Evening</b> <ul style="list-style-type: none"> <li>– Hana Beever artist contact</li> </ul> </li> <li>• <b>Zoom Dream Catcher</b> <ul style="list-style-type: none"> <li>– Hana Beever artist contact</li> </ul> </li> <li>• <b>Cooking Evening</b> <ul style="list-style-type: none"> <li>– Series of children's cookery classes, Amelia Gledhill to lead, Cookbook?</li> <li>– Adult Christmas cook along, Hana Beever has chef contact</li> </ul> </li> <li>• <b>One Can Trust</b> <ul style="list-style-type: none"> <li>– Is it possible to get a bin a school?</li> </ul> </li> </ul>	<p>All</p>
<p><b>8. AOB</b></p> <ul style="list-style-type: none"> <li>• <b>Books</b> <ul style="list-style-type: none"> <li>– The Friends book initiative last year was incredibly successful, thank you so much to everyone who contributed. It was so successful in fact that many of the books have been so well read that they are no longer useable!</li> <li>– Year 6 did not receive the £100 book top-up money from 2019-2020, Year 6 are also missing many of the recommended reads, books possibly not returned due to lockdown? It was therefore agreed that Year 6 could have up to £100 towards replenishing the recommended reads.</li> <li>– Year 1 also did not receive the £100 but Mrs Bartlett said that all of the recommended reads were donated by parents.</li> <li>– <b>If you would like to contribute to replacing any of these please do contact your class rep.</b></li> </ul> </li> </ul>	



<ul style="list-style-type: none"> <li>• <b>Cake Stall Money</b> <ul style="list-style-type: none"> <li>– We are currently unable to host cake sales however the Friends are committed to providing £100 to each year group, it is up to the teacher’s discretion as to whether this is spent on supplies for golden time or to replenish recommended reads.</li> </ul> </li> <li>• <b>Christmas Performances</b> <ul style="list-style-type: none"> <li>– If any class performances do go ahead is there an opportunity to have a photographer there, as this has previously raised funds for the Friends? Marney Hallett.</li> </ul> </li> </ul>	
<p><b>Meeting closed 20:50</b></p>	

**\*\*\*Next Meeting 7:30pm Thursday 10<sup>th</sup> December 2020 via Zoom\*\*\***