

Tuesday 17th June 2025
19:00-20:30

Meeting Minutes

Attendees		Apologies
Seema	Miriam	Jenna Kn
Amanda		Paula
Tamara	Jo	Jackie
		Emma
		Caroline S
		Sarah
		Jenna Ke
		Gretel

1. Welcome

Previous minutes approved, amend Easter Raffle figures 988 tickets sold, £426.26 costs, £561.74 profit. Further amendment cash float is £1262.20.

2. Matters Arising

Add minutes to the school website.

Action: Seema

Amend minutes

Action: Seema

Had a couple of new parents interested in joining FOSMS after Miriam spoke about FOSMS at the new parent's induction evening.

3. Finance Update

Amanda & Miriam to sign small society lottery return.

All attendees agree bank signatories to be Miriam, Seema & Amanda. Amanda is going into branch this week to commence changes to the bank account.

Change bank correspondence address to school address.

Miriam completed the charity commission annual statement as it was overdue using information provided from period 01/08/2023 – 31/07/2024 income of £9012 and expenditure of £3918.

FOSMS accounts for the same period have been sent to Helen Adams for auditing.

Miriam has banked £1012.20 of the £1262.20 cash float therefore £250 float remaining.

Bank balance 21/05/2025 is £14,453.74

Amanda has spoken to Alex at the village hall, FOSMS portion of the easter trail profit is approximately £70-£80, Amanda to chase.

4. Upcoming Events

Summer Gala – Friday 27th June 3:15

Stalls & Volunteers

Mr Birchall - Year 6 games

Mrs Embley-Peers- Face Painting £2 full face, £1 small motif

Heidi- Tattoos – 50p each

Mrs Scales- Raffle £1/strip

Mrs Carins – Bottle Tombola 2 for £1

Miss Porter-Brown – Crack the code £10 prize 2 for £1, Guess the number of sweets in the jar £1 a guess, Football card £1 a team.

Mrs Higgins – Envelope Game 2 for £1 all resources in FOSMS cupboard, Amanda has purchased books.

Seema & Sarah – Jar Tombola 3 for £1

Chris- Cornhole 3 for 50p

Emma- Lucky Dip £1 a dip school has shredded paper, and we have some prizes in the FOSMS cupboard.

Gretel – Play your cards right 2 for £1 Sweets (Swizzles) for prizes.

Amanda – Chocolate Tombola & Soft Teddy Tombola 2 for £1

Paul – Cold drinks, Crisp & Sweets - £1

Jackie & Lara – Popcorn £2

Church ladies – Hot drinks & Cakes £1

To Do

- Ensure we have enough raffle tickets- Miriam.
- Price Signs – Seema
- 60 Paper bags for bottle tombola – Seema
- Guess the number of sweets in the jar- Miriam.
- Guess the number of sweets in the jar spreadsheet - Seema.
- Football card- Seema.
- Cornhole game- Chris
- Ensure we know the code for crack the code game – Miriam.
- Create lucky dip- Friday daytime.
- Cold drinks, crisp & sweets – Miriam
- Bake more cakes – Ask FOSMS members
- Sufficient floats- Miriam
- Milk- Sarah

Tuesday daytime prep- Tamara & Miriam

Thursday daytime prep- Miriam & Seema

Friday set up – Seema, Sarah, Amanda?

Tea/Coffee, Envelope game, lucky dip prizes, face paint & tattoo stock levels checked.

Friday Clear Away – Seema,

9. AOB

Ice pops for sports day – Seema & Amanda to bring cooler boxes, Miriam to purchase & freeze ice pops.

9. Date of next meeting:

FOSMS AGM - Tuesday 16th September 7:00pm in school.