



**Friends of Spring Common School**  
American Lane, Huntingdon, Cambs. PE29 1TQ  
Reg. Charity No. 1050508

**Special Meeting held on Monday 29<sup>th</sup> February 2016**  
**2 pm in Training Room**

**Present:**

Anne Aldred - Chairperson, Jane Rowley - Treasurer, Zoe Steeden - Secretary, Louise Anderson, Julia McIntosh, Annie Welsh, Janice Addison

**Apologies:**

Judith Ledwith and Kay Doull

**Minutes of the last meeting**

Due to illness no meetings were held last year. All present agreed to continue forward with Agenda.

**Treasurer's Report and Donations**

Treasurer reported a healthy balance of £5649.00, of which £850.00 is still reserved for Music (a deadline discussed for spend). Donations were received from Michele Padget £560, Carlson family £735 and Mr Weedon and Meridian Audio £100. Total donations £1395.00. Christmas Disco made a profit of £200, £40 was spent on xmas decorations.

Treasurer informed that Annual Return had been submitted to the Charities Commission. More information was required than usual and numbers of 3 Trustees and 10 Volunteers were submitted. Chairperson to look at the Report.

**Name Change of Friends to incorporate Academy status**

All present agreed to change to FOSCA - Friends of Spring Common Academy. Jane checked Governing Policy Documentation for procedure. Name to be changed via the

Charities Committee Web Site. Jane to implement changes to bank account accordingly. Jane to reflect name change in the Constitution.

## **Facebook Page**

Anne Aldred and Jillian Sanders to look into setting up a Facebook Page. Anne has feedback from PTA.Org website link on policy and safety. Two options available: first a Closed Group of parents, teachers and school only, second an Open Page with Statement of Rules, open to wider community to include friends.

Administration Team - Anne Aldred, Jillian Sanders & Louise Anderson post events and monitor posts. Including blocking posts and users which are negative.

Anne had spoken to Kim suggesting dovetailing information with school on the FOSCA Facebook site.

## **Wider Involvement of parents and school staff - how to improve and develop this**

Discussed how to make Friends more involve. Update Friends Leaflet to New Parents - Anne. Julia to ensure fliers added to prospectus. New Parents Day to have a representative of Friends to speak - Annie Welsh happy to volunteer. Anne to speak with Kim for date.

## **Fundraising**

*Car Boot Sale* (Nearly New Sale) - Sat 7 May 16 - 9.30 til 11.30

£7.00 per pitch on the day or £6.00 in advance. Entrance 20p

Refreshment: Tea and Coffee - if selling Bacon Rolls a Food Hygiene holder needed, Paul Cahill, Stuart Stenning-White and Jason discussed as possible chefs.

Advertise event in local paper - Anne

Fliers designed and distributed before Easter - Jillian Sanders

Banner to be purchased - Anne and Louise to get quotes

*Bingo* last session poorly attended only 21. Fixed amounts used and made a loss. Agreed Bingo to be held once every half term.

Dates Friday 18 March 16, 20 May 16 and 1 July 16, times 7 til 9 pm.

Volunteers for 18<sup>th</sup> March: Anne Aldred, Angela Verrall, Karen Bennett, Sharon Bennett, Zoe Steeden

*End of Year Disco* - Discussed possibility, find out Prom date and use decorations.

*Camp Weekend on School Field* - Ideas and thoughts, BBQ, crafts and games. Possibility as a fundraiser.

## **AOB**

Simon requested for funds towards an Outwards Bounds Trip in Jul 16. 15 pupils and 8-9 staff. Anne suggested application via Strangward Trust and Hinchingsbooke Foundation via John. SUTTON Awaiting applications success and before final amount agreed.

School Photographer change to Pret a Portrait - complaint from Janice Addison re poor quality of photography as Commission gets paid into Friends Account. No Commission yet received. Julia to investigate.

## **Date of Next Meeting**

Monday 18 April at 7pm  
Monday 11 July at 2pm  
Monday 3 October at 7pm

Evening times may change if no new members recruited to reflect wishes of current committee.