

## Meeting Minutes – Friends of Stoke by Nayland Primary School

### Stoke by Nayland Church of England Primary School

Clerk: Jess Walker

Date of Meeting: **09/03/2020**

#### Attendance

Name	Present	Absent
Caroline Nunn	✓	
Michelle Robinson	✓	
Mel Harris	✓	
Jane Collins		✓

#### Discussion & Recommendation

1. Appointing a Chair, Secretary and Treasurer
2. Changing signatures from Mel and Tamsin
3. Mary Batterham and Michelle Robinson appointed new signatories.
4. Tamsin and Mel to continue to the end of the year as their children will no longer be at the school
5. Things to organize:
  - a. Mother's Day
  - b. Enrichment
  - c. Swimming
6. Year 6 Leaver's Party – how much?
7. Raising money – Saturday night, Hare & Hound Quiz Night. £3 per person, bowl of chips included
8. Named person in each class Whatsapp group
  - a. Nominated person: Name, class, permission.
9. By the end of April – Tamsin -> Mel -> Mary
10. **Mother's Day:** Claudia's mum and extra helpers
11. **Easter Egg Hunt:** 2<sup>nd</sup> April, Jess Walker. Caroline, decorations.
12. Table Top Sale? Saturday 4<sup>th</sup> July Jolly
13. Mel to check Boxford and Nayland fayres
  - a. Giant lawn games
  - b. Ducks
  - c. Jenny's Ark petting zoo
  - d. Police
  - e. Fire engine
  - f. Bungee runs
  - g. Jamie's Meat Inn – Sudbury – Tamsin?
  - h. Raffle tickets
  - i. Face paints – Donna?
  - j. Tombola
  - k. Rollercoaster
14. Lost property
15. Cake stall
16. Tuck shop
17. Tea/Coffee in hall
18. Easy fundraising – Caroline to do a letter?
19. Bags2School
20. Whatsapp group – PTA – Chair, Treasurer, Secretary
21. Facebook page?

**50p entrance fee  
for adults**