

## **Friends of John Masefield : Meeting 26<sup>th</sup> March 2018**

Present: Vicky Baker VB, -Donald Henderson DH, Helen Henderson HH, Sandra Dudley SD, Feya Recordon FR

**Apologies for absence:** Pippa Henry PH

Minute taker: Helen Henderson

VB advised she would be standing down in September and we will be needing a new Chair.

VB also felt we should think about focus of FJMHS

### **Finance Report**

SD reported £3,000 in the FJMHS account. School have invoiced £1,500 for the balance of our funding of the Food Tech room refurbishment. Of £1,500 left, £400 is set aside for Performing Arts (from Coop funding received specifically to support Performing Arts). We have received some funds from second-hand school uniform sales, but this has not yet been counted.

### **Projects**

**School of Rock** – Refreshments went well, over £400 raised. A huge thank you to all involved. DH mentioned Hanley Castle High School signed up audience for interval drinks while they were queueing to get into their production of School of Rock, which raised a huge amount of money.

**Second hand uniform** – nothing has been sold online. There have been good levels of donations but about half donations are not saleable. HH confirmed names are obliterated on all labels. We need to mail for uniform donations after half term and again before the summer holidays. DH to check with Wendy Bradbeer when existing black skirts and trousers are no longer allowed. HH to get rid of any black stock if needed.

**Lottery** – this is yielding £50/month. We could promote further by putting leaflets out in reception and displaying with second-hand school uniform sales. VB to discuss the possibility of having a button to donate or sign up for the school lottery. DH pointed out that space may be difficult to find for buttons on the front page. Alternatively, we could just make sure it is featured along with other FJMHS updates in the news section of the website regularly. SD confirmed that funds from the lottery are paid in bi-monthly.

**Coop** – we are listed until November. We need to remind staff, students and parents to nominate FJMHS to receive funds and to shop there.

**Waitrose** – PH and HH attended the Waitrose tea to receive our funding award. HH reported it was a good networking opportunity and we found out there is a Waitrose £1,000 gift card which good causes can access for raffle prizes.

**Tesco** - once we have provided receipts to Tesco for their recent funding award, we can reapply for funding for a new FJMHS project.

### **Other items**

**Ryver** – were going to charge for use but have granted exemption for us as a charity, so we will continue to use it. HH needs to complete a write up for School of Rock refreshments. DH has added the receipt for stock purchases for future reference.

**GDPR** – was discussed. It was felt we are adhere to new guidance based on the principal of legitimate interest. We have a privacy notice on our FJMHS website and we offer unsubscribe on our e-mailings. No further action required.

**Spending** – for small funding requests, VB will set up an application form and test it. This would be for requests of £200 or less. It could be promoted via the FJMHS website and mentioned at staff briefing. VB to discuss with Andy Evans. VB will also advise there is £500 available for school use and will update the funding priority list.

Staff at JMHS have expressed gratitude for FJMHS support.

**Promotion FJMHS** - Andy Collard has said he is happy to promote FJMHS at school events. VB to make a list of target events. Parentkind have produced a magazine to promote Friends Associations in school targeting new parents VB has ordered a quantity for summer; we could insert lottery fliers/donation flyers. VB will also create a FJMHS slide which can be added on to school presentations.

### **Future activity**

**Car park** – The Ledbury Poetry festival have asked us to open car park on 8<sup>th</sup> July, as we did at the same event last year raising c. £400. We need to check with Wendy Bradbeer the school are happy for us to do this.

**Bingo at Leadon Bank** – This will not be available as a fundraiser until next year. We should identify a specific cause to suggest to the organisers. VB to discuss with Andy Evans.

**Quiz night** – VB will not be able to do this, therefore on hold for the foreseeable future.

**JED Talk** – FR to organise this in late September, with inspirational speakers, food and wine.

**Summer concert** - it was discussed and felt a FJMHS bar would be the best activity to complement the other things going on in school that evening. It will be discussed at the next meeting on 14<sup>th</sup> May 2018.