**FRIENDS OF THE FLITCH GREEN ACADEMY**

**Meeting Held at 45 Ranulf Road**

**On Tuesday 15th March 2016**

**Minutes**

**Present:**

Jenny Collom Sheena Kendall

Emma Twilley Sarah Tuck

Sarah Boreham Victoria Cripps

Sara Sexton Sarah Rider

1. **Apologies for absence**

Nathan Lowe , Chris Earle

1. **Financial Update**
Savings account £4599.47, current account £5165.89.

 \* £80 in from Lotto.

 \* Payment of £1489.11 for Harper Collins books

 \* Payment of £181.84 for forest school equipment

 \* Payment of £465.75 for second lot of Pearsons Books

 \* Payment of £280 for easter eggs

 \* Dec and Feb lotto winnings yet to clear account.

1. **Outstanding items from last minutes**

Children’s logo competition – SR has drafted template, she will photocopy to go out in book bags w/c 21st March – Action SR

SS to email class reps with template to circulate to classes and also remind them of end date of week ending 15/4/16, and that winner will be announced in May assembly and logo unveiled/prize awarded at the Luau – Action SS

Assembly for whole school on Monday 21st March to announce competition and explain more about FFG – Action JC, ST, SB

Noticeboard – To be purchased at £1,546.30 SB to confirm template and order. Action SBG

A

***44. FGA Update***

Purchases: New books have been purchased from Harper Collins for the Academy . JC to speak to Emma regarding more books from Pearson Book Company. - Action JC

ET to speak to Nikki M about Pearsons books – Action ET

Netball Kit – JC to speak to NB about purchasing a generic size kit, and also to speak to the Coop about sponsoring the team. Action – JC

Quiet playground area – quotes being obtained by Simon Bright for levelling and laying artificial grass.

Ongoing plans for improving the reception playground.

Defibrillator – ET to research charities that provide them. SK & ST to look into club/businesses that already have them. Action – ET, SK, ST

 ***5. FFG Update***

Cake Stall: SS to email to remind school of ‘whole school’ cake stall on Friday 18th March. Action – SS

Ronnie Buckingham psychic evening – 16th June. More details to be provided by Karen Jordan/Kate Hanfrey. Intercounty to print flyers/posters and advertise. £15 per ticket.

Quiz night – SB to confirm with Paul and Nicki if this is going ahead. Action SB

Easter: 280 eggs to be delivered to Academy on Thursday 24th March and distributed to classes. Action – FFG

SB to get class list for distribution – Action SB

Cheese & Wine night – SB to ask about new intake evening, FFG will invite them to the Luau – Action FFG & SB

Family Luau - 22nd July: SS to create an event on Facebook to share with parents along with details/photos of attractions. Also to ask Street Soccer if they need access to power sockets and enquire about fencing to block of field. Action SS

 Confirm if it is possible to get some floodlights to light up field - Action CE

 ST to create newsletter to go out in May – Action ST

SS and JC to create letters regarding Chair and Secretary roles that are up for renewal to go out in book bags. Action SS & JC

SK to look into other ‘bag2school’ companies. Action SK

ET to purchase Southend bands and hold them over Easter. 50 big, 20 small bands. SS to email out to parents to inform them of this. Action ET & SS

SS to email parents regarding book launch of new childrens author – Action SS

  ***6. Lotto Draw***

March winner JC - (77) £32 - Action ET

 ***7. Next Meeting Actions***

 Welcome Evening for September 2016 intake - Cheese & Wine

 Promoting Lotto to residence of Flitch Green – possible leaflet drop

 NL to provide plans for current allotment plot (power cable).

 Vacancies of Chair & Secretary - 2 year turn

 Review Cake Stall

 Luau

 Update on all actions

 ***8. Date and time of next meetings***

Thursday April 21st 8pm

 Thursday May 19th 8pm