

## Friends of the Raleigh (FOTR)

Wednesday 5<sup>th</sup> March 2025 from 19.30-20.10pm via Zoom

### Attendees

	Name	Role	Committee Role
1	Kate Archer	Parent	Equipment lead
2	Belle Cutcher	Parent	Co-Treasurer
3	Harriet	Parent	N/A
4	Niall Haughey	Parent	N/A
5	Jane Lindsay		
6	Janice Matthews	Parent	Co-Treasurer
7	Rheanna Mitchell Chair	Parent	Chair
8	Rebecca Chinwa (Minutes)	Parent	Secretary
9	Elizabeth Carter McQueen	Head Teacher	N/A

### Minutes of the last meeting

Approval of Minutes from Last Meeting

No changes required

### **Requests /updates from the school**

Thanks for Christmas fair – special thanks for the lists and all the parents who also helped.

The library transformation is underway – physically being moved downstairs alongside review of the books. Book lists are being created currently – some will be filled via Schoolastic.

Quick update

### **Treasurer Update/ Succession planning**

Christmas fair didn't do as well as previous years. Leftover stock from Christmas Fair – costs – will be used at Easter Fair.

**(POST MEETING UPDATE -31.03.25 – the remaining stock (Legami) was sold at slightly above cost contributing to the increase in funds raised.**

Janice will be leaving at the end of this academic year. Ideally would like to train up new person alongside Belle during the Summer Fair. Additional things such as tea towels need to be picked up – Kate Archer has offered take this on.

Request to school to put message out to all that role is required.

£744 made at the Christmas fair – less than last year. Was quieter than previous years.

## **An update on Financial Position of the Friends**

Upcoming events and activities

### **Bake Sales (Jane)**

Bake sales are all planned and doing well, works well outside in new location. Important to ensure enough to purchase so we don't run out.

### **Easter Fair (Rheanna)**

Nice to have a larger team working on it with new stalls.

Parent helpers – have changed system so parent will be there when their child is there. Reception booked up quickly but need to target groups where there aren't enough people.

Easter Bunny ideally at each slot to hand out seeds to each of the children

Egg and spoon race- ideally outside – school happy for us to use an area outside

Teachers asked to consider volunteering to dress up as bunny and are happy to get involved with this.

Belle raised Easter bonnet parade idea. School suggested Reception and Key Stage 1 to participate rather than entire school.

Rheanna will get a message out to parents and temperature check response from parents.

Mufti day is arranged. Flyer will be sent out to parents via whatsapp and weekly headline update.

Kate and Rheanna are hopeful to step back from planning next year.

**POST MEETING UPDATE – 31.03.25 The Easter Bonnet parade successfully went ahead. Thanks to the seven teachers who volunteered for the vote, additional funds were raised towards the library fund project.**

### **Discos (Emma)**

Date has been set for 25<sup>th</sup> April. DJ has been booked. Open call for help. She'll request parent volunteers after Easter Fair. Request for dads in particular to help.

### **Summer Fair (Niall)**

6<sup>th</sup> of July date set.

Same experienced team as last year have come forward again.

Request for layout of the site as it has changed – map will help with planning. Niall will send to school.

Mufti days will be planned around that – one or two dates before mid term break and possibly one or two more afterwards.

Team for this year would also like to think about succession planning in order to hand over for next year. Encouraging volunteers from younger years.

### **Parents Party (TBC)**

Hasn't moved forward yet – still potential to get it planned in time

Succession planning for changes to the committee

### **Actions (24<sup>th</sup> Nov)**

- Kate Archer to follow up with Stickings.
- Jane will send a message to go around regarding more items needed for cake sales as items are running out before everyone has had a chance to buy.

Actions 5<sup>th</sup> March

**AOB**

Rheanna – section on the website for FOTR. Explanation has been sent to all with info on what FOTR does. Request to send update for website. Add a list of all the contributions made and the passive actions.

Summer fair - Ambulance service has been in touch and want to come and share information with children. – more information required. – Rheanna to share with Niall. Checking messaging for children to ensure it suits the day.

Date of next meeting: TBC

**Meeting close**