

FOAS MEETING

Mon 24th Sep 2018 6.30pm

Held at: Wilbraham Arms Pub.

Attendees.

Vicki McGowan, Chair
Julie Hastie, Vice Chair
Hayley Maddocks, Secretary
Rachel D, Treasurer
Marie Whittaker, committee member
Lesley Sutton, Committee member
Lucy Clewlow, Committee Member
Backi Ball, Committee member
Richard Hastie, Board of Members, Chair
Stephanie Durber, Committee Member
Laura Western, Committee Member

1. Declaration of Interests

Richard Hastie Chair of Members Board - RLL Academy Trust

Richard explained the process of "Declaration of Interests." Declaration of Interests are requirements and procedures that need to be followed by FOAS whereby a member, director or a school employee has private interests which may cause conflict for the charity. If any of these private interests exists, then they need to be formally declared at the start of any meeting and are entered into the minutes for transparency. Richard asked all members present if anyone wanted to declare any interests. No interests were declared.

2. DBS Checks

Richard also noted that any parent wishing to help within the school and who are likely to be in the presence of children on their own are required to have a current DBS check. Generally, it is preferable to have DBS check completed anyway. If anyone needs this to be completed it can be arranged via the school office.

3. Trustees of FOAS

Hayley Maddocks and Racheal Dharewal are trustees to the FOAS charity, which they didn't know about! This will be the case for whoever takes on the role of secretary and Treasury in the future when these two parents leave in summer 2019.

4. Vote for executive roles of Chair, Vice-chair, Secretary and Treasurer

In light of the above it was agreed that all current executive roles should stand down and be formally re-appointed. It was additionally agreed that all new executive roles will

be for a term of 1 year after which they will automatically stand-down and will require re-appointment or a new member can stand.

The meeting then voted in the top 4 roles, specifically, Chair, Vice Chair, Secretary and Treasurer. The following were appointed:

Chair: Vicki McGowan

Vice Chair: Julie Hastie

Secretary: Hayley Maddocks

Treasurer: Rachel Dharewal

5. Delegation of authority

In order to ease processes and accelerate activities within FOAS it was agreed that a delegation of authority should be approved.

It was decided and approved that the Chair, Vice-Chair, Secretary and Treasurer in joint agreement can approve FOAS activities and can also authorize payments up to a maximum of £250 without having to consult the rest of the membership. It was agreed that any expenditure over £250 would need to be seen to be authorised by the majority of the FOAS members.

6. McMillian Cake sale

Charity cake sale will take place on Friday 28th September in the morning. Any help given would be appreciated and donations of cakes gladly received.

7. Rental of Gazebos

The meeting discussed the idea of renting out the gazebos to parents for events, taking a deposit and advertising this on the FOAS website.

8. Raise awareness of FOAS contributions

The meeting discussed that people need to know what FOAS have bought this year.

It was agreed that the FOAS website will be updated to reflect the contributions that FOAS has made.

9. Fright-night - Willaston Village Hall - Friday 19th October 18

Vicki has already booked the venue due to the price of hire. She gave a breakdown of savings it would make to FOAS. The hall cost is less than other years at other halls, No DJ required as they have a sound system, No drinks license as the club have their own bar, tables and chairs already set up, no cleaning at the end

Main meals will be served - Chili & Rice, Pizza, Chips, Stew, Veg curry & Rice. (Racheal, Becky & Lesley)

A Sweet stall with glow sticks will be served by Lucy.

Julie & Hayley to serve the door. It will be a Tickets ONLY event

One issue is the venue will only hold 120 people maximum, which would only equate to around 3 classes within the school?

10. Cake Sale

Year 6 cake sale Thursday 25th October 18

1.30pm in school
Helpers required.

Year 5 Cake sale Friday 7th December 18

1.30pm in School
Helpers required.

11. Christmas Cards

Julie Hastie has looked into this already. School teachers are going to make these in school time. Julie will collect and post off when completed.

12. Parking

The school parking situation was discussed. It was discussed that FOAS could buy movable bollards (eg. marking banners with the children). We know we are waiting bollards from Cheshire East and the Yellow Lines to renewed. FOAS are looking at other ways to help. Maybe installing a sleeping policeman camera.

13. Ideas for next meeting.

Xmas disco and also start planning for summer fair and all ideas welcome.

14. Next Meeting Date.

Next meeting date is the 14th November at 6:30pm at the Wilbraham Arms Pub, Nantwich.

Please can all FOAS try and attend if possible.