

Minutes

Present: Catherine Jones (Chair), Sara Evans (Treasurer), Sallie Watts (Assistant Head), Jim Plaskett, Andy Burroughs, Bryony Rowlands

Via Teams: Dotty Doyle (Vice Chair), Katey Dromgool, Rosilene Woolham

Apologies: Jenny Hyde-Smith (Secretary), Becky Reece, Maddie Good, Olly Morris, Gemma Hyde-Follmer, Hayley Clark, Lisa Jackson, Alice Toupolizis

	Item	Action
1	<p>Welcome, introductions and apologies</p> <p>Attendees were welcomed and apologies noted. Catherine said that she would take the minutes as well as chair the meeting. It was acknowledged that the background noise in The Hub was not ideal for a hybrid meeting and thanks was given to those attending on Teams.</p>	
2	<p>Matters Arising from last meeting</p> <p>Swap Shed – Dotty's Father, Brian Doyle, has now made and fit a door for the Swap Shed. Brian was thanked for his time and effort with this. Mrs Watts said that Swap Shed is now up and running with toys, books and school uniform. There has been demand for wellies too. Any donations for items can be made to the FOCS account, but the primary purpose is for swapping and re-using. Feedback has been good so far, including from other schools that Mrs Watts has spoken to.</p> <p>Catherine asked if there could be the scope to do themed Swap Shop days, e.g fancy dress, Christmas jumpers. Mrs Watts agreed to this if FOCS would like to organise. Jenny to add to next meeting agenda.</p> <p>Sara to check if either the bank details or a QR code is needed inside the Swap Shed</p>	<p>JHS</p> <p>SE</p>
3	<p>Finance Update</p> <p>Current Balance – £7,538.90</p> <p>Cash in hand - £150 float</p> <p>Pending Payments – to pay in: £252.80, to pay out: £247.08</p> <p>Easyfundraising – total donations made from EasyFundraising with 20 supporters: £222.23. Current donation due to be paid into account: £16.45. Pending donations (not yet confirmed or paid): £47.23</p> <p>It was noted that this is a good time of year to promote EasyFundraising ahead of Christmas shopping. Currently, FOCS will receive £2 for every new user who signs up. Sara to put together information for the class What's App groups and social media.</p> <p>Parent Lottery - £6.34 – a minimal amount, but proportionally good, as we have only sold 2 tickets.</p>	<p>SE</p>

4	<p>Requests from School</p> <p>Existing Requests</p> <ul style="list-style-type: none"> • Library Project – all books have been purchased and invoiced. A total of £2519.55 was spent. Mrs Watts feedback that new (child) librarians have been appointed. The library has been open today (Thursday) and is proving popular and busy. Mrs Watts shows prospective new parents the library, feedback is very positive, especially as not all schools have a library. • Globe - x1 purchased for £14.99 – FOCS to reimburse Catherine • Acrylic book stands – purchased £9.99 – FOCS to reimburse Catherine • 3 plastic storage boxes for Swap Shed – unsure if these have been paid for, Sara to follow up. <p>New Requests:</p> <ul style="list-style-type: none"> • Mrs Watts requested funding for some classroom resource timers. A pack of 3 timers of 1, 2 and 5 minutes that cost £15. The spend was unanimously agreed. 	SE																		
5	<p>Previous Events & Fundraising</p> <p>PJ Flip and Dippy – Fri 3rd Oct 2025 at 6pm at Stanier Hall, Wem</p> <table border="1" data-bbox="165 1035 1208 1208"> <thead> <tr> <th>Income TOTAL</th><th>Income for FOCS</th><th>Expenditure TOTAL</th><th>Expenditure for FOCS</th><th>Profit TOTAL</th><th>Profit for FOCS</th></tr> </thead> <tbody> <tr> <td>£775.26</td><td>£388.88</td><td>£146.51</td><td>£73.25</td><td>£628.75</td><td>£315.63</td></tr> </tbody> </table> <p>This family circus show, jointly run between FOCS and Friends of Prees School, was an easy to run event. Whilst the clowns provided the entertainment, both Friends groups' sold tickets (an almost equal number), arranged and sold our refreshments and sold raffle tickets on the night for the clowns' raffle. It was useful to have a wider pool of volunteers on the day and to have the opportunity to put on a bigger event. Ticket and raffle profit was split 50% to circus, 25% to FOCS and 25% to Prees. Refreshments profit was split 50% to FOCS and 50% to Prees.</p> <p>Harvest themed event in community garden</p> <table border="1" data-bbox="165 1522 1029 1657"> <thead> <tr> <th>Income</th><th>Expenditure</th><th>Profit</th></tr> </thead> <tbody> <tr> <td>£53.45</td><td>-</td><td>£53.45</td></tr> </tbody> </table> <p>This was a lovely get together at the end of the school day attended by a handful of families. The aim was for the school and local community to bring and share garden produce. Homemade soup and cakes, and hot and cold drinks were on offer to attendees and donations were accepted rather than a specific charge made. As there was no expenditure, all donations made were profit. Thank you to Dotty for organising.</p> <p>Spooktacular – this event was discussed and agreed at the last meeting but did not go ahead due to a subsequent lack of interest and volunteers. Through a poll and communication on the FOCS What's App group, it was decided not to run this event.</p>	Income TOTAL	Income for FOCS	Expenditure TOTAL	Expenditure for FOCS	Profit TOTAL	Profit for FOCS	£775.26	£388.88	£146.51	£73.25	£628.75	£315.63	Income	Expenditure	Profit	£53.45	-	£53.45	
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6	<p>Future events / ideas</p> <p>Cookie Sale – a cookie sale has been arranged for after school on Tues 18th November. Cookies (including a vegan option) are being made and sold by Catherine, Alice Coyne and Amy Plaskett for £1 each. Catherine to send out an advert on the class WhatsApp groups.</p> <p>Clive Village Hall Christmas Fair – Sat 29th Nov, 2-5pm at Village Hall – ideas of what could be done on the FOCS stall at the village fair were discussed. It was decided to do a pre-loved Christmas jumper sale. Catherine to ask Jenny to do a poster asking for donations of any pre-loved Christmas Jumpers. This will be sent out to parents via the Friday Post, class WhatsApp groups and put on the village Facebook group. Catherine to find out from the village hall committee if it would be agreeable for FOCS to do a treasure hunt where we sell trail sheets. We could also make and sell edible goodies such as marshmallow snowmen. Catherine and Sara to further plan the FOCS stall.</p> <p>Wreath workshop – Dotty has kindly agreed to run another of her wreath making workshops at a discounted rate for parents and will donate all profits to FOCS. The workshop is on Thursday 4th December at 7pm at Pimhill Barn and the cost is £35 per person. There are currently 12 parents booked on and a couple of places left.</p> <p>Santa Comes to Clive – arranged for Saturday 13th December, 2-4pm in the village hall. Santa and his sleigh (Wem and District Rotary Club) are booked to come along and Santa will give out gifts in our grotto. Sara has already purchased gifts. Catherine to set up a WhatsApp group for a sub-committee to plan the event. Mrs Watts to find out if Thomas Adams can make some Christmas wooden cut shapes for decorating as a craft activity. It was decided to make up 2 Christmas hampers as raffle prizes.</p> <p>Santa letters – Jenny has agreed to lead on this again this year. The meeting discussed and agreed to raise the charge from £2.50 per reply letter to £3. Jenny to create a poster/letter and circulate. Catherine to deliver the Christmas post box to school.</p> <p>Coffee Morning – Monday 5th January 2026 at morning drop off. Catherine to attend and see who else can.</p> <p>Rotary Club Book Sale – Andy provided an update. Andy's Rotary Club would come to school in a morning to sell pre-loved books to children for 50p each. Andy has previously shared all relevant information with the school who have agreed to the book sale. Mrs Watts said that there will be a book fair at the spring term parent-teacher meetings so this time should be avoided. Andy to let school know a date then this can be publicised.</p> <p>Games Night – Catherine is keen to run a family games afternoon during the darker months on a weekend in the village hall. This could include a round on 'how well do you know your parents' which may keep the children better engaged than a bingo round. A date to be set and event organised.</p> <p>Heroes of the Hill – Jim gave an update. The date previously identified for the rescheduled event (18th April 2026) clashed with the Myddle Muddle (same weekend) so Harry and Jim will look at another date. Some suggestions were made for consideration when planning: Maybe avoid Saturday mornings as some people regularly attend ParkRun. Could a 1 mile fun run also be included as a family friendly option? Mrs Watts added that the small schools cross country event will be in March so this could be used as an opportunity to promote Heroes of the Hill.</p> <p>Summer Fete 2026 – Jenny was not in attendance to provide an update but it was reported that she has been making progress with the fete preparation, including starting to contact businesses about raffle prize donations. There was a discussion about the live music options, and it was queried whether anything had been booked. Catherine stated that Jenny and her brother, Andy Hyde, have approached a few music artists/bands but was uncertain if anything had been booked.</p>	CJ CJ/JHS CJ CJ/SE CJ SW JHS CJ AB CJ HR / JP
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	<p>Bryony confirmed that the band she knows (was Shadowy Cabal but now have a new name) have offered to play for free again. The band have now purchased a PA system so would be able to come fully equipped with no fee to FOCS. Bryony also offered her own band to play for no charge. It was noted that as these free offers are available then it would seem cost effective to our charity to take them up or if not, to understand what alternatives are available. Catherine will confirm these two bands offers with Jenny and ask for an update on any of the potential line up.</p> <p>Bryony said that Olli could ask his friend to bring the sports car again and Jim said that he has a friend with a tank that he could ask to bring.</p>	CJ JHS BR/OR JP
7	<p>Other Fundraising Opportunities</p> <p>Teatowels – Catherine said there has been a couple of requests from parents for teatowels of children's self-portraits. These were previously done 3 years ago in 2022 so it would be good to do them again. It was suggested that the teatowels could be marketed to parents as Easter gifts for the wider family. Catherine to ask to see if anyone would like to coordinate this in the Spring term.</p>	CJ
8	<p>Communications</p> <p>FOCS News – a termly FOCS newsletter is an ongoing action for the core committee.</p> <p>Friday post – information about the upcoming events to be put together to send out in the Friday Post and on class What's App groups.</p>	CJ/ JHS/ SE/ DD
9	<p>Any Other Business:</p> <p>Clive open mic night – Bryony was keen to explore the potential of putting on an open mic night at Clive Hub and will look into this</p> <p>FOCS logo clothing – Jim complimented the FOCS logo and said it would look good printed on clothing and wondered whether we could investigate getting some logo hoodies to sell. This idea was discussed but attendees thought that perhaps there may not be the market to make it worth printing clothing for. It was noted that the branded jute bags were tricky to sell. However, attendees did think that it would be a good idea to get some FOCS high viz vests printed for the committee and volunteers to wear at events. Sara offered to look into whether she could use her cricut to print acrylic lettering for high viz vests.</p> <p>School disco in playground – Bryony queried whether FOCS could run another disco on the playground. Idea well received. Jenny to add to the next meeting agenda.</p> <p>Clive running club – Jim talked about the possibility of developing a Clive/Grinshill based running club which could make the most of our fortunate location on the hill; similar to the idea of the new Haughmond Hill parkrun. Refreshments could follow the regular weekend run. Whilst it was agreed this would be a lovely idea, it was felt that the current plan of running the one-off Heroes of the Hill running event would be a great start and hopefully a popular event. Jim and Harry to propose a new date so plans can be taken forward.</p>	BR SE JHS
10	<p>Date and Venue of next meeting:</p> <p>AGM – Thursday 15th January 2026, 3.30pm, at school</p> <p>The next committee meeting will be arranged at the AGM.</p>	