

Friends of Portlethen Primary

Meeting Minutes held on Friday 26th January 2018

Present: Wendy Murray – FOPP Chair
Arlene Bonner – FOPP Treasurer
Fiona Brown – FOPP Secretary
Kate Archer - Parent

Apologies: Sarah Ewen – FOPP Vice Chair
Douglas Bruce - Deputy Head Teacher
Laura Watson – Deputy Head Teacher
Elaine Cowan – Teacher
Inez Simpson - Grandparent
Ilka Win - Parent

Agreed Minutes of Last Meeting: Minutes were agreed and distributed.
Minutes proposed by Wendy and seconded by Arlene.

Matters Arising and Review of Recent Events:

Santa Runs – 5th to 7th December 2017

Portlethen Primary received £400.00 from this event. Each of the three Primary Schools received an equal proportion of the funds raised. The charity CFINE, which organised this event received the majority of the funds raised.

Christmas Fayre – Wednesday 13th December 2017 3.30-5.30pm

This event was a great success and very well attended. A total of £533.81 was raised. Please refer to the attached Breakdown of Spends.

A Tombola was provided for the school staff with the remaining items from the Chocolate and Bottle Tombola and an additional £40.00 was made from that.

The Glitter Tattoo's did not do very well on this occasion due to the fact that the stall was in a corner and out of view for many people coming into the room. The location for it will be changed next time.

Bags To School

A total of £144.80 was raised from the last collection. The next collection is to be confirmed.

Current Up and Coming Events:-

Valentines Disco – Thursday 15th February 2018

The breakdown of times are as follows:-

Nursery & P1 – 4.45pm – 5.45pm - parents of Nursery children are to be asked to accompany them.

P2, P3, P4 – 6pm – 7pm

P5, P6, P7 – 7.15pm – 8.15pm

The cost is £3.00 per person.

Goody bags are to be provided to the children at the end of each disco. Leftover sweets from the Christmas Fayre are to be utilised.

Smaller cups are to be provided to reduce the amount of juice the children are to receive.

Wendy is going to organise a raffle on the night for parents.

Don's Day Out

Nicola Brownie has offered to organise this event. Wendy will contact her to arrange this.

Easter Tea Party – Thursday 29th March 2018

Wendy suggested having an Easter Egg Hunt.

Parents will be asked to donate home baking.

There are to be quieter activities in the Rainbow Room.

Easter sweetie bags will be given to the children.

Spring Barbecue – Saturday 12th May 2018

Wendy has suggested changing the theme to a more family orientated event, which will be held in the afternoon.

There is to be a Beer Tent. Fopp have been offered leftover tickets from PIP's Beer Tent, which can be utilised.

There will still be stalls. It was agreed to keep the cost of a stall at £20.00 each and a donation for the raffle.

There will be the same FOPP Stalls:- bouncy castle, games, face painting, tattoo's, lucky dip, chocolate and bottle tombola.

Wendy has suggested having a kids tombola.

Ilka is to contact the Scouts to request if they can do the barbecue.

Fiona is to contact the Newtonhill Pipe Band to request if they can open up the event.

Kate is to have a stall doing hair tinsels.

Wendy is going to hold a poster competition for the children. The person with the best poster can officially open the barbecue.

To reduce the amount of raffle tickets being printed, it was agreed to sell them at a cost of £1.00 each instead of 5 tickets for £5.00.

Suggested Future Events:-

Craft Session:

Wendy to suggest holding a craft session after school for approximately one hour. Children can make cards for Mother's Day or Easter. Anything that has been made can be taken home.

There is to be a charge of £2.50 each which would include a snack and drink.

Breakfast Club:

Toast, cereals, fruit and juices would be available at a cost of £1.00 per person.

Any Other Business:-

Wendy is to suggest talking to the children in assembly to explain what FOPP does and how they have benefited from funds raised.

The suggestion box is for the children to write down any ideas they may have for future events or fund raising. This is with the pupil council to decide what design they would like on it. It was suggested that the children could incorporate this into their talk homework one week if they have any ideas as to what they would like for any future events /raising money for the school. Wendy is keen to have the children more involved in FOPP from now on and get their opinions.

A competition is going to be held in the New Year for the children to design a new FOPP Logo. The winner will receive a prize.

Wendy is to ask to Management if we can have a wall display explaining what FOPP does for the school and to show upcoming events.

Wendy suggested bringing back the Bingo Evenings. We have a volunteer caller. It will be held at an earlier time to enable more children to attend.

The insurance has been renewed for the year at a cost of £135.00.

The annual Lottery License is due to be renewed in March at a cost of £20.00.

Next Meeting to be held on 9th March 2018, at 9.10am

Xmas Fayre 2017

	Tin Cans	C&B Tombola	Reindeer Game	Shopping Bags/ Balloons	Lucky dip	Glitter tattoos	Advent Box Game
£20.00		2		1			2
£10.00	1	13	4	2			1
£5.00		8	1	1	1	3	
£2.00		16			2		2
£1.00	19	145	21		10	17	3
£0.50	8	25	15	5	2	6	9
£0.20	5	37	24	6	4	4	13
£0.10	5	16	8	3	2	2	8
£0.05		10	4				1
£0.02							2
£0.01							2
Less float	£34.50	£409.00	£79.30	£49.00	£21.00	£36.00	£65.01
£20.00	£14.50	£369.00	£59.30	£29.00	£1.00	£16.00	£45.01
Total profit	£533.81						

VALENTINES DISCO

15/2/18

NURSERY & P1 4.45-5.45

P 2,3,4 6-7

P 5,6,7 7.15-8.15

IF YOU REQUIRE YOUR CHILD TO WALK HOME ALONE
PLEASE POP A NOTE INTO SCHOOL.

REFRESHMENTS WILL BE PROVIDED
DURING DISCO AND A GOODY BAG
TO TAKE HOME

£3.00

