

Friends of Valley End School (FOVE)
Minutes for 23 April 2018

Venue	Owl Class, Valley End School Hall, Valley End, Highams Lane, Chobham
Date	Monday 23 rd April 2018
Present	Katie Bateman, Karrie Ingram, Richard Mead, Sam Harbord, Erica Guest, Janet Jokat, Laura Smith, Holly Bourne, Michelle Croot, Jenny Hilmi, Laura Gilkerson, Julia Flood, Janet Odjers

	Discussion Points	Action by Whom
Apologies	Catherine Casewell, Clare Smith, Louise Baker, Sandy Walia, Annie Lee, Taryn De Lima,	
Welcome	Janet Jokat welcomed all parents of Valley End School Children this evening	Janet J
Review of previous meeting minutes	All agreed	
Treasurers report	See attached	
Sport Relief	£ 130 raised for the charity	
School Disco	Raised £ 375	
Movie Night	Raised £ 314	
Eco Kids	178 Kg's. Eco Kids to confirm how much funds raised. To confirm at the next meeting	
School Spring Tidy Up	School doesn't require a tidy up at the moment. Will look to confirm a date in the future when the school needs some attention	
Chobham Carnival (7 th May)	We have received the permit for street collection. Details regarding the event to go out on Parentmail. Suggestion to dress up as various tube stations to represent the theme of Travel and Transport. To dress in white, red or blue. Template of tube station logo to go out on parentmail/classlist. Meeting point is Chobham Rugby club at 10.45am. Siblings can join in the walk and dress up. Reminder to bring buckets with sealed lid. We need to advise the organisers of the event of how much money was raised on the day or the following day	Laura Smith
Cake Sale	27 th April after school. Volunteers to bake and assist on the day. Cakes will be sold for 50p each and all funds raised will go to FOVE	Erica
Foreign Exchange	We have the buckets. Research needs to be done as to what the process is in collecting	Janet J and Erica
Windlesham Village Fayre (9 th June)	EG and JJ have volunteered to run this event. Idea is to run the alien game and sell cakes. We will use the event to Market Valley End School. Volunteers have offered to help on the day	Janet J and Erica
Summer Fayre	Discussed various committees and suppliers that we have secured. Confirmed the stalls that each class is responsible for. Discussed food and refreshments and options of providing vegetarian food. Still discussing the option of pre-ordering tickets. Still need to finalise the order of the day and floor plan	Janet J and Erica
Windlesham United Football Club event (23 rd June)	Erica and Janet J to run this event on the 23 rd . Teddy Bear zip wire is taking place on this day as well. Mr Mead has advised that FOVE had a stall there. Julia has offered to run the Zip Wire Stall at the Windlesham Church	Janet J and Erica
Advertising Brochure for Fayre	Previous companies that advertised have been contacted to re-advertise. Parents have received information regarding advertising. Tri Counties have agreed to put up boards. We are still waiting on confirmation as to how much we will receive per board. Strutt and Parker have agreed to pay £ 250 for 10 boards	Erica
Sponsorship	WE have prepared a sponsorship spreadsheet for various costs required to run the fayre. We will be asking if parents are able to donate or sponsor towards various costs of the fayre. We will be requesting wine, toys and money at the mufti day	

Raffle	Class reps to provide a hamper from each class. Maximum of 20 prizes to be used for the raffle	Katie Bateman
AOB	<p>Sports Day will take place on the 5th July. Need volunteers to put up the gazebos in the morning.</p> <p>Next coffee morning will be on 25th May. Frog and Mole class will have separate time slots but will be shortened to 15 mins.</p> <p>Taryn De Lima has agreed to be the photographer for the leavers books. Photo's to be taken before the end of May.</p> <p>Request for a new volunteer to run the second hand uniform shop. Various volunteers have offered to help on the days required. Still require some extra help on 3rd July.</p>	
Date of Next meeting	Thursday, 7 th June at 8pm in the owl classroom	