

MEETING MINUTES

2nd November 2021, 7.30-9pm

Attendees

Zohra, Lisa, Mick, Ben, Seema, Caroline Roundell, Caroline Wells, Jenna Kenyon, Jackie, Sarah, Lynsey, Fiona, Daniel, Gretel, Chantelle

Apologies

Jo, Paula, Jenna Knott

Matters Arising

- Last meeting held 14.09.21
- Microphone has arrived, purchased by Ben at a cost of £71.53. Caroline to issue a cheque.
- Hi vis vests- Daniel managed to find cheap hi vis vests for £2 each. Ben to buy 15 vests.
- Discussed the decoration of the sleigh. add charity number to the design.
- Instead use Christmas decorated buckets with charity details.
- Discussed a lanyard for collectors.
- Chantelle mentioned she had a few buckets, asked to bring on Friday for the bonfire.

Previous Events

Summer Ball – Saturday 2nd October 2021

- Money In
- Tickets-£2040.
- Roller coin- £40
- £5 notes- £185
- Raffle- £300

- Money Out
- £50 notes raffle- £100
- Hotel- £1170.45
- Décor - £40
- Simon DJ- £200
- Prizes- £42

- Final Profit £1011 Previous year £1012.

- Amazing and great effort from all involved as there were only 52 tickets sold and 50 attendees. Discussed how the food was awful and some returned the food. Ran out of quite a few drinks.

Spooky Disco – Thursday 21st October 2021

- Really well attended especially by KS2.
- 49/60 KS1 attended
- 75/80 KS2 attended
- Last minute change of entertainer, discussed how he seemed to cater for an older audience. Despite this all children seemed to have a good time.
- Issues with parents wanting to stay all evening for KS, 15 parents. Need to be clear that children must be dropped off.
- Entertainer £50, Bread £26.50 Final profit banked £360
- Issues with miscommunication regarding the clearing up as the teachers were taking down the décor. Discussed that FOSMS members should stay until the hall is tidy.

Upcoming Events

Bonfire Night – Friday 5th November 2021

- Fireworks cost- £595
- Wood- Lots of wood arriving, Ben to do a quick collection either the Thursday evening or Friday morning.
- Paul Gregson- providing lighting
- Paul & Martin- Buckets on gate
- Last year some children managed to smuggle in sparklers. Try to enforce no children under 16 allowed without an adult.
- Patrol with spotlights.
- Bonfire Building at 9:00: Lisa, Ben, Mick, Tony
- KS1 are making the Guy Fawkes.

Volunteers:

- BBQ- Liz, Jo & Chris
- Caroline to get Tea bags, coffee, paper cups, sugar, milk, whipped cream x 2, marshmallows, and hot chocolate x2. Hot drinks to be located in the West wing.
- Two Urns: Zohra & Chantelle.
- Slow Cooker: Caroline
- Mulled Wine x 16 bottles (~6 glasses/bottle). 10 bottles to be purchased by Chantelle.
- Could use hob but require an induction Pan or could use microwave.
- BBQ- ask Phil and Liz to start the BBQ early if possible, discussed possibility of precooking food and finishing it off on the BBQ.
- Volunteers: Sarah, Jenna Ke, Caroline W, Mrs. Hounslow, Caroline R, Ben, Lynsey
- Volunteers to arrive around 16:30-16:45

Stalls

- Balloons (containing lentils), Glow sticks and Bubbles- Caroline R & Jenna
- Toffee Apples (15 choc, 10 red and 5 whit choc) drinks & chocolates- Chris, Lynsey & Ben
- Hot drinks- Caroline W, Jamila, Leila? & Sarah
- Caroline W has organized an alcohol license for the event. Obtaining an event by event alcohol license is cheaper than a full year's alcohol license.
- Zohra has informed Ribble Valley Fire.
- Jenna is first aider if required.
- Clear up- Jackie suggested like last year do a shout out and ask parents to pick up rubbish and take a bin bag home each.
- Bonfire clear up- Weather dependent.

Cheese & Wine Tasting 13/11/21

- Sold 20 tickets, ideally need 10-15 more to be sold. (Daniel taken 10 more tickets)

- Jo is away so Mick to open up and lock up.
- Cheese and Nibbles including breads included.
- Discussed maybe purchasing a few cheeses ourselves.

FOSMS Calendar

- Currently with the printers. 140 copies requested.
- Last year we ordered 180 copies.

Concert Magazines

- 15/11 School work to be ready
- Adverts- Need to be in by next week
- Aim to be ready for the end of the month
- Advertise on the Mellor fb groups

Santa sleigh

- Mellor - 03/12/21 Mellor Brook & Mellor Brow- 06/12/21
- Chris Wilson to organize lights and music
- Lisa to order new Santa suit budget of £70.
- Volunteers 03/12/21- Ben, Jackie, Gretel, Sarah, Caroline R, Jenna Kenyon, Jenna's mum.
- Volunteers 06/12/21- Ben, Lisa, Daniel (TBC), Sarah
- Zohra mentioned that the sleigh will be leaving at 18:00 and volunteers cannot bring their children on the Santa run collections due to health & safety.
- Caroline has organized the street collector's license. Small lotteries license: SL0236 (New number).

Colours Fashion Show – 18/03/22

- All high street brands available for purchase.
- Need an alcohol license for the event.
- Discussed price and food:
- £10 including potato pie supper/ Cheese and Onion pie supper (pie costs £3/person)
- Maybe book Village Hall 5-11pm
- Promote in January.

Manchester Markets Shopping Trip – 27/11/21

- Sold 5 tickets so far.
- Coach seats 22 people at a cost of £9.70/person.
- Tickets being sold at £15/ person.

Finance Update

- None Balance: £10,104.48

School Update

- No update, Jo absent and all points covered during the meeting.

Any other Business

- FOSMS Christmas Meal -01/12/2021 at 19:00
- Lisa needs names of FOSMS members for website.
- Run first aid course in Feb 2022.

Date of next meeting: Tuesday 11th January 2022, 7:30pm, School