



Friends of Springfield School

Meeting minutes – Thursday 19th September 2024 (12-1pm)

Attendance

Present:, Kim Cepeda-Wilson, Laura Armitage, Karin Stringer, Cath Fearn, Helen Knight, Sandie Preen, Lorraine Standring, Liz Cockram

Apologies: Kate Bentley, Becca Price, Emma Goodwin

- HK opened the meeting, welcomed everyone and thanked them for coming. Welcomed a new member, Liz Cockram
- The minutes of the last meeting were reviewed and confirmed as an accurate record of the meeting held on Thursday 6th June 2024

Finances

- **Bank balance:** Currently stands at £23,059.17 as of today. Both the Chairperson and Treasurer now have online access to the bank account
- **Recent spending:** £209 at Badged for Leavers Hoodies, c. £40 for Prom decorations
- **Accounts:** Unsure on annual process that has been followed **(HK to check with Lynn Stubbs)**
- **Bank account:** Discussed opening a high interest account with NatWest to run alongside the current account. Cath questioned rules regarding putting some of the money into this account as a charity. **(LC offered to check with the charity she works for, CF to discuss amount to hold in high interest with the committee if this is a viable option)**

Successes

- Thank you to Secretary, Kate Bentley who has secured a £1,500 donation from Rycroft Childrens Trust to fund a pantomime company to come to school and deliver a show to the students and staff
- Leavers Hoodies went down a storm and it was agreed by the committee that we will fund these for every Leavers Cohort from now on
- Staff Appreciation Breakfast was a success **(HK agreed to look at the PTA Calendar for other opportunities to do this throughout the academic year)**
- Thank you to Deputy Chair, Lorraine Standring for suggesting we join the Asda Rewards programme, £137 raised so far (HK agreed to do Facebook post)
- Providing food and drink for all staff who stayed for the summer 'Meet the Teacher' event – spend of £1,485 but some of that cost was covered by the raffle and selling food to guests (around £480)



Upcoming events/proposals

- **Halloween event:** KB suggested holding a Halloween Trick or Treat style event for students given that it can be difficult for our students to access typical events of this kind. It was agreed that we would use the last day of term on Friday 25th October when MCC (our construction company) have arranged an ice cream van and Spencer has received some funding to be our DJ. KB & HK have been asking locally for sweet, costume and decoration donations. **(KB & HK to plan)**
- **Caleb Ball:** Following the sad passing of our student, Caleb, it was agreed that FoS would fund a memorial of some kind – a tree/plaque/something for the new building. It was agreed to keep this on the rolling list
- **Business Directory:** HK would like to build a directory of local businesses who offer discounts to staff, students, families and carers at Springfield. We already have the Duke of Gloucester and we now also have Hampton Taylor Training **(HK to put an item in the upcoming FoS newsletter and on Facebook appealing for businesses to join)**
- **Community Engagement Event:** We would like to hold an event to welcome the local community to the new building and encourage more local businesses and community partners to work with us. It was agreed to keep this on the rolling list and that it would be an event for the new year
- **Christmas Fair:** Date agreed as 5th December, Winterley Brass Band already booked, agreed to run in the same way as last year which worked really well (All to discuss at next meeting)
- **Pantomime:** As previously, we have received funding for a professional pantomime company to put on a show for the students and staff **(KB to lead on this)**

Date of Next Meeting

- The next meeting will be on Thursday 7th November at 12pm and will be an AGM held both in person and online to encourage more attendance **(KS to set up online option, HK to write 'Letters Home' invite)**

AOB

- **Other ideas/suggestions – (LA agreed to ask Emma Goodwin to set up another Roberts Recycling Day, HK to produce FoS Newsletter, both parent/carers and staff versions)**
- **Rolling list** - Student Council, FoS fund applications, FoS 'True Friend' Nominations, Story Bags, Community Engagement Event, Caleb Memorial, Sensory Library, Business Directory, Mailing List

If anyone has any questions or feedback, please contact Helen Knight, FoS Chairperson on 07894 786239 or helen.knight@springfield.cheshire.sch.uk