

Friends of Otterham Community Primary School Minutes
Meeting Date – Wednesday 28th January 2026 2:30pm

Present – Jo Kenyon, Clare Dalton, Christie Upington, Clare Jones, Lisa Ward, Annabelle

Apologies – Laura Spry, Jade Hobbs-Hurrell

1. Bingo

Bingo planning is in full swing for Bingo Night at the Wilsey Down on Monday 23rd February. Rick will provide the bingo books, the flyer round books and he has some raffle ticket books if needed. Lisa has taken out all the part used raffle books from the shed to use up. Last time we priced the flyer round at £1 a go, Rick informs us that most now charge £2 a go. Clare Jones has kindly agreed to make up the Flyer Hamper. Jo Kenyon's family will donate potatoes for the roast hampers for full house prizes. Lisa to email Davidstow Creamery to ask for cheese donations. Lisa to speak to Jodie to see if she's able to ask Steve Heard butchers in Camelford for meat donations as he kindly donated last time. Christie has managed to get a hamper of goodies donated from Harpers Feeds. She will try and get hold of it the week before the bingo to see if we can use it as a full house prize, or a raffle prize. Depending on cheese donations, will try and do 2 x cheese board full house hampers and 2 x English breakfast/ fry up hampers like we did last time as they were well received. Line prizes, Lisa currently has 3 tubs of sweets, will use some donated hot chocolate bombs and homemade marshmallows with a couple mugs out the Christmas Shop gifts for 2 more line prizes. Jo agreed to find 3 x chocolate tubs as line prizes, so leaves just 2 line prizes to sort. (smellies/flowers/bulbs) We may need to send another message out to parents reminding them for raffle prizes.

To do – Jo to get chocolate tubs, Jodie to speak to Steve Heard, Lisa to email Davidstow Creamery, source 2 more line prizes. Remember to take tombola roller for the raffle as will make life easier. Sort out helpers and jobs nearer the evening.

2. Other Fundraising Ideas – Quiz?

At this moment in time, what with the upcoming bingo night, followed by sponsored walk request to parents, and then summer fayre, maybe leave the quiz for this academic year. Potentially something in the Autumn term.

It was discussed about having a school disco for the children, or perhaps a movie evening. Jo Kenyon said her sister in law had a company called "Party Pigs" run a school disco at Warbstow School and it was well run with games, snacks etc. Lisa said she would speak to Helen about the feasibility of either idea as it would mean staff staying on late etc.

To do – Jo speak to Karyn and find out pricing for Party Pigs, Lisa to speak to Helen about disco/movie night.

Lisa spoke to Helen after the meeting had finished, Helen would stay for a Friday evening to do a disco or movie night. To be discussed again when costings etc gathered.

3. Finance Update

Clare Dalton informed us that there was currently £2861.52 in the Friends Bank Account after current expenses had been paid out.

Lisa had asked Helen Ward before the meeting if there were any upcoming requests for funding.

- Contribution towards 2 days workshops from Cognition Learning in Science Week
- Transport for whole school trip to Milky Way at the end of the Summer Term
- Transport to Tintagel for school sponsored walk in Science Week
- Contribution towards Discovering42 science museum workshop in Science Week
- £200 for each class for books/resources

It was agreed by all at the meeting to fund these requests taking into consideration the current bank balance and what will hopefully be a very successful Bingo fundraiser at the end of February. There was some discussion regarding whether or not we had already paid for the science museum last year when they cancelled and whether we had a refund.

Since the meeting, purchase requests have been raised and paid for the following
£155.00 Sponsored Walk coach

£470.00 transport for Milky Way

£700.00 Cognition Learning contribution

£600.00 White Rose Maths resource booklets (£200 per class to be spent on these resources)

Further investigation would show that the Discovering42 wasn't paid for last year, so no refund due.

To do – Clare Dalton will look into registering for Gift Aid for upcoming sponsored walk and completing small lottery licence return after the Christmas Raffle.

4. Any Other Business

AGM last year was held at the end of March, will need to look into setting date for this years AGM and giving correct notice period.

Meeting finished at 3:30pm.