



AGENDA OF THE FCWS MEETING

Date & Time: Tuesday 10th May 2016 at 19.00
Venue: Staff Room, Maplewood School

Present:

Apologies:

1. Welcome and introductions to any new members to FCWS.
2. Agree minutes of the last meeting.
3. Action points from the last meeting.
4. Summer fete 2016 preparation:
 - a. Location/Layout/Date.
 - b. Identify the lead organisers for the fete activities.
 - c. Refreshments – Food/Drink/Ice cream.
 - d. Stalls – Type of stalls/Private sellers/Manning of stalls.
 - e. Music – RGS orchestra/Choir/Band.
 - f. Raffle – Tickets production/Donations from local companies/Ideas for star prize.
 - g. Tombola – Small bags for donations from parents.
 - h. Attractions – Fire brigade/Air ambulance/Bouncy castle/Other?
 - i. Advertising – Printing of flyers and posters/Local radio and newspapers/Letters to Parents.
 - j. Floats for stalls/Collectors/Money counters
5. AOB.

NEXT MEETING PROVISIONAL DATE:

7th June 2016 at Chiltern Gate