

Friends of Snitterfield School (FOSS)

Committee Minutes

Thursday 4th December 2025

Snitterfield Arms, Snitterfield. STRATFORD-UPON-AVON.

Present:

Olivia Rainford (Chair)
Michael Dickaty (Vice-chair)
Karen Mason (Secretary)
Justyna Kruszyk

Apologies:

Laura Burgoyne (Treasurer)
Stacey Beacom (Events)

1. Apologies of Absence

Apologies received from LB and SB.

2. Minutes of Committee meeting held on 09.10.2025

Previous draft minutes from Committee meeting held 09.10.25 available under School [website](#).
Minutes were noted as a true record.

OR proposed to approve and sign, seconded MD.

KM to place on file and posted to the School [website](#).

3. Matters Arising

Outstanding.

OR to approach volunteer, year 6 parent. Enquire regarding the Leavers hoodies. Approach for Mrs Silk.

OR to action.

Noted re the Christmas plans and changes since the October committee meeting.

Agree the need to foster relations with businesses and organisations in the village community including Snitterfield Arms. **MD for a 2026 action.**

There is a Foss commitment to bring Christmas plans forward in 2026, for consideration at July Committee meeting, to enable more time for preparation.

Easy Fundraising – trick is how we can communicate this wider to parents.

Banking – all sorted.

4. Finance

Halloween crafts.

OR provided feedback on the event. All agreed that it was successful and feedback was positive from parents.

To note £202.00 income, £56.00 expenditure.

Banking

Formal request for changes with Lloyds logged and now approved for all four trustees.

5. Volunteer sign up process

OR reinforced the process for parent volunteer sign-ups in supporting future Foss events and projects. To date the process has worked well and intention is to maintain this moving into 2026.

It was agreed to periodically remind parents of this via the weekly school newsletter.

6. Project/ Event updates

6.1 Tea towel project

The design, production, and marketing to date has worked well. Engagement from volunteer parents and support from school has been strong. The priority now is for sales, which to date has gone well via the Summup online shop. Further sales to be pursued at Christmas events.

Pre-orders to go in school bags.

To date Sold 96 from 38 orders.

JK offered to provide a pre-wrapped option for Christmas events. Agreed 30 bundles (of 1) wrapped. **KR to action.**

6.2 Christmas events (Bonanza, carol service and plays)

Event organization all in hand.

For the Bonanza supported by Stacey Beacom, Kate Roberts and wider parent volunteer support. All father Christmas grotto bookings taken. Refreshments to be offered with drinks suggested donation £1.

For the Carol Service a discussion was had on the roles required and where there is a shortfall on volunteer helpers. Drinks / sweet treats and Alcohol to be offered along with tea towel sales and raffle tickets.

OR to speak with Becky Green regarding year 5/6 pupil help.

It was noted that School have approached FOSS to support the additional drinks reception for Friday 12th December – Nursery/Reception drinks, this requires 2 parents. **MD to speak with DH to get 2 parents.**

All in hand for Wednesday 17th December – KS1 play.

It was agreed that for all of the Christmas Events volunteers will be able to use ‘Give a Little’ for card payments.

6.3 Repairs Team

MD has approached School via RS for the repairs morning. The intention is to get a date in for the New Year, led by an army of Foss Volunteer parents.

It was noted that the bench is deemed ‘unrepairable’.

Repairs waiver. It was agreed that this needs addressing with school and an event risk assessment covered off too. **MD to follow up**

6.4 Valentines Disco (February 2026)

Date has been held for Thursday 12th February at the School Hall, DJ booked. Further communication to parents and children in January.

7. Community Engagement

It was agreed that there is a goal for Foss to establish and foster relations within the village with local businesses and organisations.

MD made the proposal that Foss should consider a ‘brick’ donation towards the cricket pavilion as part of their fundraising efforts. **MD proposed £100 donation. Seconded OR, KM. MD to progress.**

8. Funding requests / Grants

OR shared that a wish list has been created from School. Propose to move this item to Februarys meeting to enable further discussion.

A funding application for Warwickshire County Council for £350 has been submitted this is for Eco led projects (identified on wish list and via Gardening Club). Awaiting outcome.

A further funding application has been made to a tech company for 6 Ipads. Awaiting outcome,

9. AOB

Village Fete . OR explained that from January Foss will need a representative on the village fete committee. **MD agreed to take on that role and liaison.** To note that there are currently 21 volunteers signed up for baking and/or tea tent help.

10. Next meeting

Thursday 5th February 2026, Snitterfield Arms (tbc)

Meeting ended at 20:38

Signed *O. Rainford* **Chairperson** **Date** 05.02.2026

Reminder Meeting dates for the year.

Thursday 5th February 2026, Committee Meeting. Snitterfield Arms.

Thursday 7th May 2026, Committee Meeting. Snitterfield Sports & Social Club.

Thursday 9th July 2026, Annual General Meeting. School Hall, Snitterfield Primary School.

Reminder FOSS Events calendar

Thursday 11th December Christmas Bonanza / Santas grotto

Monday 15th December Christmas Carol Concert at Church (drinks)

Wednesday 17th December Christmas KS1 play at School (drinks)

Thursday 12th February Valentines Disco

Easter - TBC

Sunday 7th June Snitterfield Village Fete