



# Dove Bank Primary School

*Putting Children First*

Headteacher: Mr James Cheesman  
office@dovebank.leics.sch.uk

Bagworth Road  
Nailstone  
Warwickshire  
CV13 0QJ  
Tel: 01530 262371  
[www.dovebankprimary.co.uk](http://www.dovebankprimary.co.uk)

## MINUTES FOR FRIENDS OF DOVE BANK AGM – WEDNESDAY 2<sup>ND</sup> OCTOBER 2019

**PRESENT** – Mitzi Moran (school governor / chair), James Cheesman (headteacher / minutes), Amanda Whittingham, Claire Wheeler, Emily Mullen, Rachel Baker, Rachel Cox, Sylwia Dobrzeniecka

**APOLOGIES** – Mrs Davies

**CONSTITUTION** – The Model Constitution from Parent Kind was agreed and adopted

**ELECTION OF COMMITTEE** – The following roles for the committee were discussed and agreed:

- Chairperson – Rachel Cox
- Vice Chairperson – Claire Wheeler
- Secretary – Rachel Baker
- Treasurer – Emily Mullen
- Communications Officer – Amanda Whittingham
- Committee Member – Sylwia Dobrzeniecka

All roles were agreed in a balloted vote and all committee members were unanimously appointed.

**HALLOWEEN DISCO** – The disco will take place on October 30th, 6.00pm-7.00pm. The following was agreed:

- Tickets will cost £2.50 and this will include a drink and some sweets
- 2 adults will be needed for the 'chill out room' (Butterfly Room).
- The children could make Halloween bunting to decorate the hall
- Claire Wheeler will investigate options for the disco
- Mrs Davies to be consulted regarding additional Halloween decorations
- First aiders will need to be on duty
- Amanda Whittingham will source drinks / refreshments, as well as organising the flyer for the event

**CHRISTMAS FAIR** – This will take place on December 6<sup>th</sup>, 6.00pm-7.30pm. The following was discussed:

- Hot food will be served – turkey cobs
- Mince pies will be available to purchase
- The choir will be performing as the Christmas Fair opens and then again during the evening
- We will advertise on [www.stallfinder.com](http://www.stallfinder.com) – third party stalls will be charged a flat rate of £20 per table
- More details will be agreed nearer the time





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## POTENTIAL EVENTS FOR THE SPRING TERM – Ideas discussed include:

- Film Night
- Chocolate Bingo (Easter)
- Quiz Night (for adults)
- Easter Eggstravaganza (during school time)

## POTENTIAL EVENTS FOR THE SUMMER TERM – Ideas discussed include:

- Summer Disco
- Pudding & Prosecco Night (Bagworth Community Centre)
- Summer Fair

**NEXT MEETING** – This will be a planning meeting for the Halloween Disco and will take place on Wednesday 23<sup>rd</sup> October, 7.00pm

**HELPERS** – Thank you to those of you have offered your help either organising / setting up or attending the events themselves. If you are able to help with the Halloween Disco, please email [friends@dovebank.leics.sch.uk](mailto:friends@dovebank.leics.sch.uk) and let us know how you would like to be involved.

