



FRIENDS OF LARKRISE (OXFORD) CHARITY NO: 118093

**AGENDA**  
for a meeting to be held on  
**Wednesday 9th June 2021 at 7pm (Virtual via Google Meet)**

**Initials:** Naomi Douglas (**ND**) - Chair, Jon Gray (**JG**) - Headteacher, Charlotte Stewart (**CS**) - Deputy Headteacher, Melanie Witt (**MW**) - Treasurer, Emma Thomas (**ET**) - Secretary, Mariana Russo (**MR**) - Communications, Camilla Ip (**CI**) - Grant Fundraising, Rose Rolle-Rowan (**RRR**).

Minute	Lead
<b>1. Welcome, Introductions and Apologies</b>	ND
<b>2. Approval of draft minutes of <a href="#">EGM</a> and <a href="#">meeting</a> held 21 April 2021</b>	ET
<b>3. Larkrise Cafe</b> <ul style="list-style-type: none"> <li>JG to outline vision for Larkrise Cafe</li> </ul>	JG
<b>4. Volunteer Day</b> <ul style="list-style-type: none"> <li>Finalise list of tasks for volunteer day on Sunday 13 June 2021</li> </ul>	JG, CI
<b>5. Pending items from last meeting</b> <ul style="list-style-type: none"> <li>New Parent Welcome Packs</li> <li>New Parents Welcome Coffee Morning/after school - September - TBC - include Year 1/'new to the school'</li> <li><b>We still have vacant roles to fill: volunteer coordinator, website admin, social media admin</b></li> </ul>	ET RRR, ET ND
<b>6. School's Update (Term 3A)</b>	JG, CS
<b>7. Fundraising Update</b> <ul style="list-style-type: none"> <li>Lottery Update</li> <li>Grants Update</li> </ul>	MW CI
<b>8. Larkfest</b> <ul style="list-style-type: none"> <li>ET, CI and ND met on 26th May and agreed that there would not be sufficient lead time to organise Larkfest this year, given COVID restrictions.</li> </ul>	ND
<b>9. Other fundraising ideas</b> <ul style="list-style-type: none"> <li>Cookbook</li> <li>Doughnut sales</li> <li>Amazon Smile - needs phone authorisation</li> <li>Promoting easyfundraising and Amazon Smile. Use the easyfundraising video, browser extension... <b>[ET] add to new parent packs</b></li> </ul>	CI MW MW/ND ND/ET
<b>10. AOB</b>	ND

**The next meeting will be the FoL AGM in September 2021 of the 2021-2022 school year.**

Signed:

(FoL Chair)

Date:

1 of 1