

| <p>Friends of Mulberry Park ET Committee Meeting Minutes</p> <p>Date 02/02/2026</p> | | | | | | | | | | | | | | | | | |
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| <p>Attendees:</p> <ul style="list-style-type: none"> • Jess • Emma • Zoë • Bethan • Kayleigh (note taker) <p>Apologies:</p> <p>None</p> <p>Summary:</p> <p>The group established that FoMPET fundraising YTD has been very successful, and above initial expectation. We reviewed the recent purchase of playground equipment, as well as discussed the various events and fundraising activities planned for the remainder of the school year, including the upcoming winetasting event, a spring event, a summer event, the autumn disco, and the £20.26 for 2026 fundraiser.</p> <p>Most actions hinge on a meeting with the school to discuss upcoming events and decisions/permissions needed on those before we can progress. It remains key to secure a regular forum/meeting with the SLT (or a school representative) to keep regular comms/decisions flowing through.</p> <p>We have established a good coverage of events throughout the year, with a good variety of fundraising objectives and activities to both engage a broad range of children/families/carers as well as benefit a broad range of the students at MPET, ensuring we're covering all age groups with some sort of material benefit.</p> | | | | | | | | | | | | | | | | | |
| 1 | <p>Outstand Actions from previous meeting</p> <table border="1"> <thead> <tr> <th>What</th><th>Who</th><th>Status</th></tr> </thead> <tbody> <tr> <td>Secretary bank account access</td><td>Emma/Kayleigh</td><td>Open</td></tr> <tr> <td>Charity status next steps</td><td>Kayleigh</td><td>Open</td></tr> </tbody> </table> <p>Summary of NEW actions:</p> <table border="1"> <thead> <tr> <th>What</th><th>Who</th><th>Status</th></tr> </thead> <tbody> <tr> <td>Chase up Tash on SLT meeting (various actions within - see below - inc various actions under events requiring group discussion with school)</td><td>Kayleigh</td><td>Open</td></tr> </tbody> </table> | | What | Who | Status | Secretary bank account access | Emma/Kayleigh | Open | Charity status next steps | Kayleigh | Open | What | Who | Status | Chase up Tash on SLT meeting (various actions within - see below - inc various actions under events requiring group discussion with school) | Kayleigh | Open |
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| | Zoe/ Kayleigh to get DBS through school | Kayleigh | Open |
| | Charity registration address | Kayleigh | Open |
| | Grant research needed | Zoë | Open |
| | Comms updates on website and events | Zoë | Open |
| | AGM set up | Beth / Jess | Open |
| 2 | Finance update: Emma summarised latest accounts: <ul style="list-style-type: none"> - £3.5k in the bank - Committed funds inc. £500 to community garden and £890 to Y6 coach trip. - £1900 in reserves - of that we've allocated £300 to miscellaneous and £500 towards coaches for class trips (£100 to each class for coach, except Y6 who have the residential as above). | | |
| 3 | School meeting needed: <ul style="list-style-type: none"> - Kayleigh to chase school for SLT meeting - as Tash was looking into dates - and to propose that we have a teacher rep outside of SLT for day to day requests/comms. - To be discussed at next SLT meeting (full notes on these in below sections): <ul style="list-style-type: none"> - Playground equipment needs placing out - need to understand the delay, does the school need any help from us? - Grants - ideas for key messages to back up applications - Events - status and feedback before planning in again - £20.26 for 2026 - Could we request a spot in the teacher meetings to update / get feedback. - Can we get survey feedback | | |
| 4 | Charity Registration: <ul style="list-style-type: none"> - Kayleigh to ask school if we can register their address there - All need to read the safeguarding email. | | |
| 5 | Grants: <ul style="list-style-type: none"> - Zoe to pick up grants conversation with Will and request research into funding sources. - Need suggestions from the school for ideas - questionnaire to school on key messages for the outdoor shelter project as in order to write a compelling funding application. | | |
| 5 | Events: <ul style="list-style-type: none"> - Zoe to update website/online with the upcoming event dates | | |

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| | <p>Wine tasting:</p> <ul style="list-style-type: none"> - Zoe confirmed all in hand <p>Disco:</p> <ul style="list-style-type: none"> - Group to discuss the next autumn disco with SLT - Group to ask the school when they would want the disco - would the first week back (Nov) after the half term be easier on staff? <p>Christmas:</p> <ul style="list-style-type: none"> - Xmas raffle - additional comms to parents/staff on drumming up donations, now that parents know what the raffle looks like there may be more traction - Group to debate at a later point adding something on the buying page about 'one win per person'. - Concert hot chocolates / cookies - group to request from the school a different location to maximise sales - an additional stand where John is outside the gates so we don't miss out on people waiting would be ideal. <p>Spring event:</p> <ul style="list-style-type: none"> - Kayleigh to ask school if 27th March is ok for an event date, and to ask Lee if he would be up for organising a tournament (with a charge for fundraising), and the school if we can use the 4G pitch on that afternoon. - Concept: sports on the pitch, wildlife garden activity, crafts in the hall and food/drink in between - Kayleigh to ask Yata if she could bake again for us, if not, cookies/doughnuts/drinks). - Bethan to look into spring crafts - JB to discuss Wildlife garden with Wildlife crew - if we can do a scavenger activity or potting etc. - Group to reconvene when we know more about all above. <p>Treat Fridays</p> <ul style="list-style-type: none"> - Agreed to sell cookies until the end of this term. <p>Y6 leavers:</p> <ul style="list-style-type: none"> - No update - thurs 21st may enterprise event. <p>Summer event</p> <ul style="list-style-type: none"> - Summer fair date needed from school. Held between 3-4.30 last year. - Summer fair subcommittee needed - assign some roles out. At the right time, comms to the whatsapp group. <p>World Book Day:</p> <ul style="list-style-type: none"> - With the last day of Treat Fridays for the term - accept/sell fancy dress and books. - First need to ask the school if they want to do a book swap, or whether they're happy with the book sale alongside. |
| 6 | <p>Fundraising initiatives (outside of events):</p> <p>£20.26 for 2026</p> <ul style="list-style-type: none"> - Group to speak to school to discuss concept: thinking children individually and children within a class, have the option to do something to fundraise |

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| | <p>£20.26 for 2026. Some sort of visible taking part reward (badges/medals). Perhaps a daily mile link to 26 miles.</p> <p>Football/sports kit fundraiser:</p> <ul style="list-style-type: none"> - 24 shirts needed (inc 2 goalkeepers) for 1x Y3/4 team and 1x Y5/6 team. - Current quote £556. How much with an additional set of logos or text for sponsorship. Sponsorship first option, funding only the second. <ul style="list-style-type: none"> - Emma to ask James re sponsorship first - Emma to ask Sophie re Future - Failing that ask Whatsapp group - Need to understand about direct sales option for parents who want to buy an MP sports kit |
| 7 | <p>Comms deadlines:</p> <p>Zoe to send out:</p> <ul style="list-style-type: none"> - Wine tasting reminder - Call out for books and fancy dress. - Dates for diary to go in until the end of spring. - Stories in the summer term of what the FoMPET has achieved this year. |
| 8 | <p>AGM</p> <ul style="list-style-type: none"> - Meeting date needed, agreed to host at the King William - Chair to call. - Need to find out what's needed in an AGM. - Beth to check where we can host and rules/what to do for the AGM - preference on school first. Mid Apr - Mid May. AGM + Open Evening. |
| 9 | <p>Fundraising initiatives (outside of events):</p> <p>£20.26 for 2026</p> <ul style="list-style-type: none"> - Group to speak to school to discuss concept: thinking children individually and children within a class, have the option to do something to fundraise £26 for 2026. Some sort of visible taking part reward (badges/medals). Perhaps a daily mile link to 26 miles. <p>Football/sports kit fundraiser:</p> <ul style="list-style-type: none"> - 24 shirts needed (inc 2 goalkeepers) for 1x Y3/4 team and 1x Y5/6 team. - Current quote £556. How much with an additional set of logos or text for sponsorship. Sponsorship first option, funding only the second. <ul style="list-style-type: none"> - Emma to ask James re sponsorship first - Emma to ask Sophie re Future - Failing that ask Whatsapp group - Need to understand about direct sales option for parents who want to buy an MP sports kit |

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Misc:

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- Being delivered this week.

DBS:

- Kayleigh to ask Becky to apply for Zoe and Kayleigh DBS

Minutes:

- Need to go online - Kayleigh to let Zoe know when written up

AOB: none.