



Friends of Looe Community Academy (FOLCA)

Minutes of Meeting

Date: Tuesday 19 May 2026 **Time:** 3.45–4.55pm **Location:** LCA
Minutes taken by recording

1. Welcome and apologies

Present:

Ellie Jackson, Sarah Barker, Sam Day, Naomi Ozmen, Eleanor Russel, Claire Massey-McCarthy, Jenny Runnals, Celine Lefebvre

Apologies:

Steph

The chair opened the meeting and welcomed everyone, acknowledging the busy period and the importance of maintaining momentum on Community projects.

Steph has asked to step down from the Committee.
The members take notice of her withdrawal.

2. Review and approval last meeting's minutes

Members present approved the minutes.

The minutes of the meeting will be sent by the chair to Natalie Mitchell who's in charge of facebook and the school website.

3. School Update

The chair has written a letter to the parents presenting the PTA and mentioning:

- Bag2School: Collection day Friday 3rd July / Drop off 1st and 2nd
- Second hand uniforms – clean: storage boxes and clothes rails
- Second hand sports equipment
- Go fund me link to donate directly

The letter has been agreed by Lisa. The letter will be sent to the parents.

Discussion / suggestions:

- Bag2School: ask for year 11's help
- on Website
- Get the whole town community participate

4. Projects and ideas update

Pre-Loved Uniforms

Cf. Section 3

Bag2School Fundraiser

Cf. Section 3

Business Awards Evening Proposal

The Issue: To go forward with this project the chair underlines that a quite sizable donation from the businesses will be asked – money donation:

- Donation for the trophy: £20
- Monetary award for the children: £50 minimum – that means £750

Feedback: After meeting an organization for helping money wise, the chair shared the concerned about “not being ready yet”. Folca is new, the school and its new management is quite new as well with only 6 to 9 months positive relationship with the Community.

The chair shared her feeling on the resistance from the businesses towards the school.

Discussion: How to get the students directly involved so that the Community get to meet them and get a positive feeling about them?

The Committee takes the decision to organize this event next year – with a new approach and reframing future requests to show benefit to the whole school community to encourage sustained support

Prom Dress Event

In charge: Celine (with support)

Date: 16th October not possible – Thursday 15th October (with special authorization for painted nails at school on the Friday)

Businesses involved: Make-up demo / Hair demo / shoutout on facebook

(Hidden – Sarah / Blush – Aleks / Claire – Sam...)

The Committee underlines that all businesses should have the chance to get involved.

5. Donations & Requests

Lion's club: Gave a £500 for the teambuilding day for year 7.

The Committee expresses our thankfulness.

It is suggested to contact: West Looe Council, East Looe Council, Looe Town Council, Community Chess and others.

The chair shares that it seems that the secondary school budget is not understood properly and encourages the Headteacher to meet with the local businesses representative Peter Friend in order to encourage a better understanding of the Academy's entire situation. It has been suggested that a Wishlist should be established.

Identified Needs:

- **Transport:** Coach tickets for the Christmas Carols event and school trips (Year 10/11 English department trip) around £900
- **Team Building Day:**
- **Music:** Keyboards and instruments (referenced by Mr. Collins).

Action: Sam Day to request breakdown of costs from the relevant department/team for the following 1. Christmas Carol Trip for year 10 and 11, Adrenaline Quarry for year 7 and Music Equipment. **Sarah Barker** to complete Grant requests for these three from East Looe Town Trust and West Looe Town Trust. **Jenny/Sam** to draft the formal Wishlist document for presentation to local businesses.

6. Student Community Projects

Litter Picking: A proposal was made to organize a community clean-up event involving students and parents to foster pride and visibility in the local area.

Community Integration: Emphasis was placed on projects that visibly connect the school with the wider town (e.g., photos in local press, visible clean-up efforts) to improve the school's reputation.

Action: Plan a date for the litter pick and coordinate with the school for supervision.

The Chair and the Committee are thankful to "xx" for the litter picking equipment.

7. Treasurers Report

General Financial Context: The discussion highlighted the difficulty of securing large sums without specific project proposals. The "Business Award" funds were noted as being helpful but insufficient for larger goals without a broader strategy.

Fundraising Idea (Disco): A school disco was proposed as a revenue generator.

- **Plan:** Charge entry, sell food (hot dogs/pizza), and use volunteer DJs.
- **Finance:** All proceeds to go directly into Folca's account / cash on the door

- **Action: Claire** and volunteers to investigate dates (proposed 9th July), food logistics, and staffing.

8. Next steps and actions

Action Item	Responsible	Deadline/Notes
Compile Cost Breakdown	Sam	Christmas Carol event, Team building day, music instruments
Contacting locals Trusts and clubs	Sarah / Ellie	Contacting with the costs
Draft Business Wishlist	Jenny / Sam	Itemized list for local sponsors.
Color run	Claire	20 th July
Plan School Disco	Jenny / Volunteers	Confirm date (July?), food supplier, and DJ.
Community Clean-up	Committee	Schedule a litter-picking event.
Prom Dress Event	Celine / Volunteers	Confirm date (October?), contact businesses, organize
Business Outreach	Committee	Re-engage with Wesley Town Trust using the new Wishlist approach.
Reports to Papers	Ellie	Cornish times

The chair and committee members raised a Thank you to local businesses and individuals for giving:

- Pool table
- Massive skipping ropes
- Big Jenga

9. Date of next meeting

Governance: An invitation was extended to interested parents (specifically **Ellie**) to consider joining the school Governing Board to assist with strategic planning and business links.

Publicity: The need to share positive stories and photos of community projects in the local press/newsletter was emphasized to build goodwill.

9. Date of next meeting

The Chair thanked everyone for their time and support.

Next meeting: 16th June 3.45pm LCA - The meeting closed at 4.45pm.

