



## **Committee Meeting Minutes**

5<sup>th</sup> June 2019 - 7.30pm-9.00pm - Staff Room, Bowes Primary School

### **1. Apologies**

Juliet Brind – Media Team (Facebook)  
Kate Kuechel – Secretary & Elm rep  
Ana Rubio-Hakansson – Vice Treasurer  
Jim Clark – Vice Chair  
Julie Harle – Spruce rep  
Leena Patel – Design & Promotion Team & Laurel rep  
Amy Clarke – Design & Promotion Team & Nursery PM rep  
Joe Hodgins – Nursery AM rep

### **Attendees**

Benita Hexter – Co-Chair – Chair of this meeting  
Nessa Parkinson – Co-Chair  
Effie Demetriou – Head of school  
Fabian Fausten – Spruce rep  
Rakhee Shah – Ash rep  
Jenni Dodsworth – Treasurer  
Ruth Andrews – Cedar rep  
Tina Solari – Media Team (Website) & Maple rep  
Casper Corden – Vice chair & Magnolia rep  
Karen Mitchell – Sponsorship & Procurement Team  
Liz Addison – Hazel rep

### **Minutes of Last Meeting Approval**

Agreed as accurate record

### **2. Matters arising from last meeting**

- a. Bollards – ordered 2 more bollards to close the gaps to stop 3 point turns etc.  
Becoming a terracycle hub – to be discussed at next meeting to include Juliet heading this project. <https://www.terracycle.co.uk>
- b. Art hub items – FOB bought t-shirts a tie dye as requested by Donna. Donna thanks FOB via Effie. Year 4 fashion show with the tie dye t-shirts was a great success.

### **3. Event Feedback**

- a. Cake Sales – Year 6 raised £199 going towards Chessington trip or an alternative end of the year trip. Year 5 raised £140 but unsure what is going towards yet. Year 4 cake sale next. FOB was unaware that Nicole Bangs had stepped down as Holly Class rep and no one has come forward from Holly Class to replace her. Hazel Class rep, Liz, is willing to co-ordinate the Year 4 cake sale. The money Year 4 raise will be going towards covering the cost of the t-shirts and tie dye that was already bought for their fashion show. Year 1 cake sale money is going towards Safari Pete visiting to school.
- b. Grown Up Quizzes – Thank you to Debbie and her team including all volunteers. Lovely night. 70 people attended. Catering was superb, thank you. Debbie was happy but felt

the atmosphere was a little bit flat although no one else thought this. Selling tickets was a bit slow as always. Total raised £657.

- c. Bowes Run – Thank you to Fabian for organising such a great day. Fabian was hoping for more spectators. Not too hard to organise. Fabian to possibly going to organise a Bike for Bowes again next year with a different route. Fun Run was good as was local and kids were involved. Total raised £2500 through sponsorship in cash and through website. Kids loved getting sponsorship. Would like to get volunteer first aiders next time as first aiders was the most expensive expense at £200. Fabian suggests maybe arranging for a couple of FOB volunteers to have first aid training FOB are covered for all future events for the next 3 years. Great feedback generally. Runners especially loved the route as it has all runners' names chalked on the ground! If organised again maybe have some catering, such as the ice-cream man or the coffee man who are already trading in Arnos Park? Would require further council licences if so. 38 runners in total.
- d. Book Fair – Total commission raised was for school to spend on books. Jenni to check with Miranda that she knows this is available to spend. Thank you to Claire Reynolds for organising and all volunteers.
- e. Second Hand Uniform Sale – Thank you to Abi and all volunteers. Went well. Raised £50. BSG wanted to sell left over blue uniform at their summer fair as they are going to move to blue uniform in September, but we have already given it to Phil the Bag. No storage to keep uniform at school.
- f. Phil the Bag – Thank you to Abi for organising. Raised £200 via Phil the Bag and £60 via Cash for Clothes. Phil the Bag are hard to work with. Would not take the whole collection on booked date as did not have enough room on their van. Are very hard to communicate with. Abi chased for them to confirm they would return to collect the remaining clothes, but they didn't so Abi and Benita loaded their cars and went to Cash for Clothes. Cash for Clothes did not want all the items as went through each item individually! Remaining bags of donations went to charity shops. Will not use Phil the Bag again. Look at other clothing organisations or not do this event at all.

#### **4. Upcoming Events**

- a. Summer Fair – Sunday 30th of June
  - i. Boards – 97 have signed up and have been given to Castles Estate Agents. Stanley Road have a lot signed up, thank you!
  - ii. Stalls – all classes including Nursery have a stall excluding Holly Class. Effie to arrange door rota with staff. Splat the rat being built by Jim Clark which Casper will confirm progress/if completed. Many talent show acts have signed up but we are still in need of a technical person for talent show for the sound system etc. Miranda to organise the Year 6 leavers song and can have a choir if FOB would like to have one for the fair? Had lots of requests for tie dye t-shirts from parents as was popular but Patricia has a couple of new ideas for the craft stall. If tie dye t-shirts goes ahead parents could bring their own t-shirts to reduce cost. Maple Class hot food stall agreed at £6 a bowl. May get complaints not enough food due to no BBQ this year as hot food stall can only cater for 100 people. Hot dogs stall will go ahead and will be a big hit for kids. Pick n Mix stall will go ahead, Karen to arrange as £1 a bag leftover from The Greatest Showman Film Night and will use in paper bags. Donation Friday will be on Friday 28<sup>th</sup> June and can be stored in staffroom for the day as per Effie. Benita to arrange letters to be sent home. Volunteers to receive and sort in the morning from 9am. Benita to

find out from Vicky how much alcohol was bought for the bar last year. Ruth will put lucky dip prizes in paper bags instead of wrapping each item individually.

- iii. advertising & sponsorship – Karen advertised it's very slow as she's asked too many people in the year, even Nisa do not want to advertise. We have enough raffle prizes. Advertising/sponsorship for the future, maybe offer a package for the whole year to include all events at £50? All agreed to give everyone who sponsored the website a page in the brochure.

Karen asked Effie if it would be ok to advertise on the school wall on Bowes Road for £20 a week? Water babies wants to advertise. Advertising is not allowed as per Effie. School do not event hand out flyers. Nessa suggested FOB buy a large raffle prize such as an Eco Dot or a Kindle? Tina to ask school IT company for a donation. Agreed by all large prize should be a technology prize rather than a toy such as Lego or a bike. Karen advised Spotify had a past offer that if you signed up to them you received a Google Home Mini. As many people did not want the Google Home Mini there are many on eBay for around £8. Karen will look into purchasing one. Tina will add the poster letter/template that was sent home with the kids today to the FOB website so parents can download it. Nessa will be laminating these and will be used as bunting at the Summer Fair. Parents and kids can submit a design.

b. next year's events

- i. welcome evening – confirmed for Friday 4<sup>th</sup> October 6.30pm-8.30pm
- ii. winter fair– agreed each year group to run a stall as per Benita's suggestion.
- iii. cake sales – agreed no cake sales for next academic year to be held in summer term so all classes have the money they have raised early in the year to plan how to use it. FOB can run ice-lolly sales in summer term when nice weather.
- iv. musical bingo – Benita to confirm with Ingrid she is happy to run it next year.
- v. Quizzes – Benita wants to run kids quizzes once again.
- vi. film nights – could we manage one a term? Parents feel this is a big task and no one has volunteered to run one after requested by Benita. Cannot sell tickets as otherwise have to buy a licence. Benita does not want to run another one and all agreed we do not have to do if no volunteers come forward. Nessa suggested sending a survey/letter home to see what events parent want to go ahead next year? Suggestion from Karen to have a KS1 and KS2 film night but to ask for volunteers to help run them with a list of jobs and if no one come forward they will not go ahead.
- vii. uniform sales & clothes recycling – Abi planning 2 uniform sales, one in the autumn term and one in the spring term to coincide with a new clothes recycling company, if a new company is identified and accept uniform. Uniform sales will continue is appreciated by all families.
- viii. Fabian suggested hosting a Halloween event but as some parents do not agree with Halloween this will not go ahead. Fabian suggested asking parents for a monthly subscription for FOB e.g. £5 per month which would be £60 a year per family but they would have to get something out of it e.g. half price Xmas tree or a cheese and wine evening? Tina can set this up on the FOB website. Some parents have advised they have the money but do not have the time to help FOB and so would like to donate to FOB. Benita advised you can donate via the FOB website already. Benita and Tina do not like this suggestion as feel it would be better to raise find for FOB through fundraising/events. Benita and Nessa to check with Effie on this.

## **5. Spending Plans**

- a. bank balance – Jenni advised there is £10600 in bank and £200 in PayPal. Year 6 leavers party money must be given to Ruth.
- b. requests for funding – Effie requested FOB fund iPads that are needs for two classes in KS2. Total cost for 60 iPads is £14500. This shall be discussed and voted on in next meeting.
- c. clean and green at Bowes – It is agreed that FOB buy indoor plants for each of the 16 classes to purify the air. It is agreed Effie needs to appoint a plant monitor for each class for this to happen. This will start in September 2019. It is agreed that at the end of each year each class group can take a plant home.

Information on this is via these links.

<https://www.patchplants.com/gb/en/>

<https://www.theguardian.com/news/shortcuts/2018/apr/01/clean-breathing-price-on-fresh-air>

<https://amp.theguardian.com/commentisfree/2019/may/20/safer-air-for-the-kids-grow-more-houseplants>

## **6. Resignations**

No resignations have been submitted.

- Holly class rep is vacant. Benita and Nessa to get a letter out to Holly Class to find a rep asap.
- Kate wants a co-secretary next year.

## **7. Agreed next meeting on Wednesday 17<sup>th</sup> July in the school staffroom 7.30pm-9pm.**