

Minutes of the FOBG Committee Meeting

Tuesday, 25 April 2023 @ 7pm in Bishop Gilpin staff room

Attendees:

Committee:	Members:
Scott Gallacher (Chair of meeting) Lisa Whyte (minutes) (Secretary) Martine Clarke (Trustee) Hester Heard (Trustee) Paula Carter (co-opt treasurer) Steve Conlon (co-opt treasurer) Matt Birch (staff) Phil Carter (governor)	Katy Bell Vincent Franceschini Saba Sundke

Item		Action
1	Welcome Everyone was welcomed. An FOBG activity overview was available to all present (available here).	
2	Apologies for Absence Francesca Wareing, Uliana Khvorostyanova, Leila Boyd, Victoria Parry, Stephanie Papoutes, Aliza Marogy, Pip Dawes, Jazs Sahota.	
3	Approval of minutes of the 28 February 2023 committee meeting No comments were made; and the minutes were approved.	
4	School Update (Matt Birch) Further to the discussion at the last meeting, the Cannizaro Park costing has come in at £120, and the artwork will be prepared by Years' 3 and 4. This was approved by the committee members. There will be a coronation day at school on 5 May, which ties in with the Fun Friday red/white/blue day. Celebratory meal, old fashioned games, picnic lunch, special assembly. Hester is donating a coronation bear to the school, which will be used for a 'name the bear' competition.	Matt
5	Governors Update (Phil Carter) Noted some fantastic sporting results for alumni and current staff, and the number of inspirational young people that are alumni of the school.	
6	Treasurers Update (Francesca Wareing) Francesca was not present, so no formal update was given. Scott confirmed that Francesca had circulated a finance update recently.	

	<p>Lisa confirmed that the 2021/22 accounts were in process of review by the auditor. The auditor had confirmed that they are in agreement with the headline figures. A full report would be given at the EGM tomorrow.</p> <p>Steve confirmed the Librarian (Sally) will receive a credit card with a limited balance; which will mean she will no longer be purchasing books out of her own pocket and needing reimbursement.</p> <p>Scott has been speaking with Katy Collins (School Business Manager) who has requested twice termly meetings (or alternative interval as agreed) with the Treasurers.</p>	
7	<p>Marketing Update (Pip Dawes)</p> <p>Pip's absence no formal update given. Noted what a success the Easter Hop marketing was.</p>	
8	<p>Class Rep Update (Leila Boyd)</p> <p>In the absence of Leila, no formal update was given.</p> <p>Last coffee morning for year 2 was successful. Other years to be organised. It was held at La Piola, which worked well and brought business to a local independent café.</p> <p>Scott will reach out to class reps individually to see how we can support them.</p> <p>Weduc (a school communication system) will be brought in by the school. FOBG should be able to utilise this as well.</p>	Scott
11	<p>Update on fundraisers for Summer term (FOBG lead in brackets):</p> <p><i>a. Bag2School (Stephanie)</i> – no update as Stephanie was absent.</p> <p><i>b. Newly-new Uniform Sales (Martine/Hester) – 28 April.</i> Lisa will send a reminder on the class rep email.</p> <p><i>c. Fun Fridays (Martine) - 5 May and 30 June.</i></p> <p><i>d. BG Alumni Quiz (Lisa, Leila) – 19 May.</i> Sales currently slow, but hopeful we will reach the threshold to run the event.</p> <p><i>e. Summer Social/Staff band (Jazs) – 30 June.</i> Lisa to check with Jazs she is still happy to run this event.</p> <p><i>f. Summer fair (Hester) – 8 July</i> Hester has agreed to take this on. Lisa will assist her. Hester suggested the FOBG purchase a large scale 'item' which can then be rented to other PTA's in the area.</p>	<p>Lisa</p> <p>Jazs</p>

12	<p>Other fundraisers:</p> <ul style="list-style-type: none"> a. Coronation coins (Hester) It was agreed that in addition to the children, the staff can be given a complimentary coronation coin. The balance will be sold for £3 at the school gate. b. Cookbook (Pip) No update given in absence of Pip. c. September family event in St Mary's field? Martine meeting with Claire next week to raise with the St Mary's field committee. Possible inflatable assault course. d. Winter fair (Winter term) – pencilled into school diary for 9 December e. Hamptons Referral Scheme (Lisa) – fliers to go out in the bags as soon as the school office can co-ordinate this. f. New PE t-shirts / jumpers (Martine, Hester) – on hold for time being. g. Playground project (Scott, Lisa) – link to accessibility plans. Currently being measured, quote to follow. h. FOBG Survey of Parents (Aliza, Lisa) – final draft has been done. Should go out shortly. i. FOBG shareable calendar (Scott) – folding into Weduc. Can be removed from agenda going forward. j. Local businesses / discounts etc (Katy/Aliza) – Katy has put together an a simple app which she will circulate for input. Lisa agreed to do a cross check to make sure nothing is missing in respect of current agreements in place. 	
14	<p>Any other business</p> <p>Martine suggested a pizza making kit fundraiser. Kits would be pre-ordered and handed out after school on a Friday. She will look into this further.</p> <p>Martine asked if during the summer we can do some sales of ice pop's after school on Friday. Matt Birch agreed in principle.</p>	
15	<p>Date of next meeting</p> <p>Next Meeting: Tuesday, 13 June 2023.</p> <p>Future meetings: 12 September 2023.</p>	
	<p>The meeting ended at 8.50pm.</p>	