

Tuesday, 13 June 2023 @ 7pm in Bishop Gilpin staff room

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) Pip Dawes (co-opt marketing) Francesca Wareing (Trustee & treasurer) Uliana Khvorostyanova (Trustee)	Katy Bell Aliza Marogy Arpad Kollanyi

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	Tickets have been ordered for the panto in December 2023. Ice creams are expensive, so will pre-purchase sweets ahead of. Ticket costs are the same as last year. The Committee approved this expenditure.	
5	Governors Update (Phil) No significant updates of note. Accessibility project has raised just under £5k from the crowd funding. The governors hope to use this as a project to engage parents with regular donations (subscriptions).	
6	Secretary Update (Lisa) Lisa updated the committee on the Committee Member's who's terms are due to come to an end at the AGM (Lisa, Uliana, Stephanie, Victoria, Leila). Stephanie has confirmed she will not re-stand for election. Lisa asked if other committee members were able to indicate – in due course – whether they intend to re-stand so the committee can start planning accordingly. Scott confirmed that discussions about the Secretary role were ongoing, and thanked Lisa for her work over the last two years).	
7	Treasurers Steve is now on the FOBG Barclays banking account. Paula has been approved, but access pending final registration. Credit card being finalised, will be in Steve's name. On receipt, will pass to Sally for library purchases. The card has a cap of £1,000 expenditure. Steve updated the meeting on Quickbooks – the FOBG cannot piggyback on school's account due to access issues. Can potentially offer a discount for 2 years (£20/month), then reverts to regular price (£35/month). Need to decide whether it's worth that or not. Committee confirmed they're happy to proceed with this or a similar system.	Paula Steve Steve
8	Marketing Update Pip updated the meeting. She is beginning to work towards next year, and engagement of new parents. A pack is being arranged for all new parents when they arrive (t-bag; biscuit; information about FOBG). Coffee morning arranged on 22 nd September in MLES. One pager being prepared with info on FOBG, BG Fund, who is who etc. Explanation of Class Rep role. Scott asked if the reps and/or FOBG can be put onto Weduc to see how it's working (this is the new system the school will be running from September which includes a parent communication facility). Matt Birch will speak to Katy regarding this.	Pip Pip/Scott Scott / Matt
9	Class Rep Update In Leila's absence no update was provided.	

	<p>The meeting discussed the importance of Year 6 / Year 5 handover. We can put the two together, Hester will move this forward. Reception reps to engage with new parents.</p> <p>The use of Parent Pay or PTA events was discussed for mufti days.</p>	Hester
10	<p>Feedback on fundraisers this term.</p> <p>Uniform Sales - went well. Just shy of £300.</p> <p>Dane has approached us to see if we a uniform sale for the new intake on 27th June. Matt Birch to check if someone from FOBG can speak at this event also, Scott agreed to speak on behalf of the FOBG.</p> <p>Coronation Pins – went down really well. Needs to be re-activated on PTA events. Will be on sale at the Summer Fair. Additional cards to be ordered by Pip.</p> <p>Alumni Quiz – went down well. Waiting costs from Cath, but we expect funds raised to be approx. £1,800, which will go towards the new wellbeing room.</p> <p>Pizza kits – made £221. Very easy fundraiser.</p>	<p>Scott</p> <p>Lisa, Pip</p>
11	<p>Upcoming Fundraisers:</p> <p>Fun Fridays – One left, dress as your hero.</p> <p>Summer Social / Staff Band (30 June) – pupil premium parents/carers to be offered a free ticket – Paula to speak to Cindy.</p> <p>Summer Fair – Friday, 7th July – theme is tennis/summer. Mufti day for staff stall to be organised. Bouncy castle paid for/donated by a parent. Use of entire school minus Year 6. Emma Wells doing a tennis tournament. Ice cream van coming. Francesca confirmed raffle licence is in date.</p>	<p>Jazs, Paula</p> <p>Hester</p>
12	<p>Winter term fundraisers:</p> <p>Martine has pulled together a calendar outline for next year which can be found here.</p> <p>Calendars – yes in principle. Mr Birch talking to Ms Drew about whether she wants to run the artwork project again.</p> <p>Cards/Mugs – Uliana has done for the last 4 years. Happy to do it if using the same provider and same process. Uliana will explore and revert back.</p> <p>Christmas Trees – not discussed.</p> <p>Artwork show – January/February 2024?</p>	<p>Matt Birch</p> <p>Uliana</p>
13	<p>Other fundraising ideas:</p> <p>It was agreed that a Quiz would be a good idea for AGM event. Other items quiz, barn dance, comedy night. Matt Birch mentioned that an ex-parent</p>	

