## **Minutes of the FOBG Committee Meeting**

## Tuesday 9 November 2021, 8pm, via Zoom

**Attendees:** Phil Carter (Parent Governor), Mr Birch (Staff), Francesca Wareing, Annabell Seevaratnam, Uliana Khvorostoyanova, Stephanie Papoutes, Jaswir Sahota, Nicola Sills, Becky Cruise, Jiries Saadeh, Leila Boyd, Victoria Parry, Claire Meyers, Lucy Hutchinson and Katherine Harris (Chair & minutes)

Item	Details	Action
1.	Apologies for absence	
2.	None.  Declarations of interest	
۷.	Declarations of interest	
	Nicola Sills declared that her husband is the Treasurer of the School	
	Fund.	
3.	Approval of last minutes and matters arising	
	Everyone was welcomed to the meeting. Those attending their first	
	meeting were introduced and thanked for supporting FOBG.	
	The minutes of the last meeting were approved.	
	<b>6</b> 114, 14	
	BG calendar: children's artwork is complete, has been photographed by	Jaswir Sahota
	the school photographer and is ready to submit to the printer.	
	Walsome event for Recention and Year One parents; an in person	Booky Cruico & Kathorino
	<u>Welcome event for Reception and Year One parents</u> : an in-person event is not possible due to concerns re Covid. Becky and Katherine	Becky Cruise & Katherine Harris
	will suggest a date for an online event and get plans in motion.	1101113
	will suggest a date for all offiline event and get plans in motion.	
	Class Rep coffee morning: Annabell will organise this for the New Year.	Annabell Seevaratnam
	<u>Fun Fridays</u> : Annabell will email Class Reps.	Annabell Seevaratnam
	End of Summer Social: everyone expressed thanks to the Staff Band for	
	creating such a wonderful evening. £2,400 was raised.	
	2,700 100 100 100 100 100 100 100 100 100	
	Halloween Trail: thanks to Jazs for arranging this event which raised	
	£164.	
	MUSC Beautiful Association in the Charles of the Company	A controll Controlled
4.	MLES Room hire: Annabell will speak to the School Business Manager.  Finance report (Francesca Wareing)	Annabell Seevaratnam
4.	rinance report (Francesca wareing)	
	There is approximately £18,901 in the FOBG bank accounts. £16,457 is	
	ringfenced. Including some deposits still to be accounted for there is	
	approximately £3,191 available funds.	
	The recent second-hand uniform sale raised £865. Thanks to Martine	
	Clark and Hester Heard for co-ordinating the uniform sales.	
	Thanks were given to Simon Jones who kindly completed the London	
	Revolution Cycle Ride in aid of FOBG. Simon raised circa £1,170,	
	including Gift Aid.	

	Since September, approximately £5,000 has been raised for FOBG.	
5.	Parent Governor/Staff update (Phil Carter & Mr Birch)	
	Mr Birch thanked those who helped with the End of Summer Social.	
	Dany has started to build the retaining wall in the playground for which FOBG provided funding.	
	For the benefit of new attendees Mr Birch explained that FOBG makes a considerable contribution to the running of the school by providing the 'nice to have' items for which the school budget cannot provide. The Staff and Governors are therefore very grateful to the parent community for supporting FOBG.	
6.	Phil Carter added to that by feeding back from the first Governor's meeting of the year that finances are currently very challenging. Phil will report in due course as to how FOBG can support the school.  Update on AGM (Katherine Harris)	
0.	All parents have been notified of the AGM via ParentMail. Nominations for election or re-election to the Committee should be made via the Google form by 12 November. As yet there have been no volunteers to take on the Secretary role. The FOBG Constitution requires the charity to have a Secretary and so everyone was asked to continue to advertise the need for this role to be filled.	
	Francesca is compiling the AGM presentation.	Francesca Wareing
	Katherine Harris gave her apologies for the AGM. Annabell has kindly agreed to take the minutes.	Annabell Seevaratnam
7.	Update on Quiz Night – 26 November (Nicola Sills)	
	Annabell will complete the Temporary Event Notice application form asap.	Annabell Seevaratnam
	Becky will continue to advertise the Quiz on social media and compile a list of volunteers to help on the night.  Katherine will place the Majestic order.  Annabell volunteered to receive the Majestic order.	Becky Cruise  Katherine Harris Annabell Seevaratnam
	It was agreed that a £10 corkage fee, payable on the door, will be available.	
	FOBG has been gifted several photography session vouchers some of which will be raffled at the Quiz.	
8.	Update on Christmas raffle (Annabell Seevaratnam)	
	Class Reps have been notified about the raffle and their allocated hamper.	
	Francesca will confirm if raffle tickets can be sold via PTA-Events. As a possible alternative, Annabell will check if the reporting functions of PayPal.Me meet the needs of the raffle.	Francesca Wareing Annabell Seevaratnam
9.	Update on Christmas card project (Uliana Khvorostoyanova)	

	Thanks to everyone who supported this fundraiser and to Uliana for	
	organising it once again. Early estimations are that circa £1,200 has	
	been raised.	
10.	Update on BG calendar project (Jaswir Sahota)	
	Further to item 3, Jazs will update the Committee in due course and	Jaswir Sahota
	give guidance on suitable pricing.	
11.	Any other business	
	<u>Christmas disco</u> : Francesca suggested holding a Christmas disco for	Francesca Wareing
	children. Mr Birch will discuss with teachers once a date is confirmed.	Trancesca Wareing
	Tickets will include a snack bag and cost no more than £5. Children	
	eligible for the Pupil Premium will be offered a subsidised ticket.	
	Christmas tree sales: Uliana will investigate if this will be possible this	Uliana Khvorostoyanova
	year.	
	Match Funding: Victoria Parry mentioned that this is an easy	
	fundraising option for FOBG whereby many employers match	
	contributions made by their employees. Becky Cruise added that the Charities Aid Foundation (CAF) offers a payroll giving scheme which is a	
	tax efficient way to donate to charity. Mr Birch mentioned that	
	schemes such as these could be highlighted to parents via ParentMail.	
	schemes such as these could be highlighted to parents via raientivian.	
	<u>Christmas fundraising for teachers</u> : building on an origami craft idea	
	devised by her son, Uliana will look into the logistics of a school-wide	Uliana Khvorostoyanova
	activity, the proceeds of which will go to the teachers.	·
12.	Date of next meeting	
	The Annual General Meeting will be held in the school hall on Friday 26	
	November 2021, at 7.30pm.	
	The payt Committee Meeting will be an Tuesday 11 January 2022 at	
	The next Committee Meeting will be on Tuesday 11 January 2022, at 8pm, via Zoom.	
	opin, via 200m.	