

Minutes of the FOBG Committee Meeting

Tuesday 6 November 2018, 8pm, Staff Room

Attendees

Cath Harrop (Chair), Charlotte Edgar (Governor), Julie Kingsley (Staff), Ali Richardson, Debs Poulter, Lara Ward, Uliana Khvorostyanova, Lyndsey Duncan, Jo Whelan, Jaswir Sahota, Annabell Seeveratnam, Katherine Harris (minutes)

	Agenda item	Action
1.	Apologies for absence Elisse Thompson.	
2.	Approval of last minutes and matters arising The minutes of the last meeting were approved. Year 6 science resources - Julie confirmed that Miss Boisseau has placed an order for various items. Julie will notify Debs re payment. Possibility of FOBG providing funds for a Library Assistant - Charlotte will follow up with school. Charlotte advised that the school cannot fund a part-time Library Assistant. All agreed that FOBG should follow up with Mrs Curley at the end of the Spring term. Polka Theatre - Jazs advised that the only connection Polka are willing to offer at present is to advertise on our website. The theatre is about to be refurbished and so the situation may change in future. 'Meal Deals' for parents - Charlotte confirmed that this idea will need to wait until the new kitchen staff are fully integrated. Arty Party - are unable to attend the Winter Fair. Cath Harrop is liaising with Mr Birch regarding the possibility of a sponsored event, during the school day, to be held during the Spring/Summer term. The event is likely to have a health and fitness theme.	Julie Kingsley Charlotte Edgar Cath Harrop
3.	Finance report (Debs Poulter) There is currently just over £28,000 in the bank accounts plus approximately £11,000 in the FOBG PayPal account. After ring-fencing, there is £25,200. The Quiz Night raised approximately £2,400 and HarFest raised approximately £2,700. Fundraising for FOBG at local Co-Op stores has finished and raised £9,800. All agreed that Match Funding opportunities should be considered. Debs confirmed that FOBG will be registering for online banking with Barclays.	Debs Poulter
4.	Parent Governor Update (Charlotte Edgar) <u>New Nursery parents evening</u> At the welcome evening for new Nursery parents Charlotte spoke about the School Fund and FOBG. Cath Harrop also attended to welcome parents and answer any questions. A welcome letter from FOBG and a GDPR letter were included in the packs given to parents. <u>Stagecoach/Winter Fair</u> Stagecoach are aware of the Winter Fair on 24 November. Annabell offered to remind	

	<p>Reception, Year 1 and Year 2 Class Reps about clearing their classrooms for Stagecoach and rearranging them again after the Fair. Julie will arrange for a photo showing the layout of each classroom to be displayed in all rooms used by Stagecoach.</p> <p>Jo Whelan agreed to lock up the school on the evening of Friday 23 November - either Annabell or Katherine will telephone Jo when the Fair preparations are complete. Jo will confirm with Dany as to who will unlock the school on Saturday morning and lock up after the Fair.</p> <p><u>Eat Real 4 Life</u></p> <p>Following the success of HarFest Charlotte, Cath Harrop and Katherine Harris were asked to meet Scott Ward from the school's Eat Real 4 Life project. The aim of the meeting was to:</p> <ul style="list-style-type: none"> - share Scott's vision for the changes to the food options at Bishop Gilpin - find suppliers and explore the school's connection with Riverford Organic - discuss ways in which all stakeholders in the school can become excited about the changes and the Eat Real 4 Life website - support marketing and communication for the project. <p>Various ideas were mooted to help spread the word and show support including:</p> <ul style="list-style-type: none"> - adding an item on the project in the next FOBG newsletter - the possibility of making one-off donations via PTA-Events - FOBG and the project team working together on some events such as a supper club in early 2019. The supper club would involve experienced chefs providing food, along with Q and As and information about Eat Real 4 Life - all with the aim of getting parents to buy into the idea of better food options at Bishop Gilpin. Tickets could be sold on PTA-Events. <p>Debs Poulter requested that no donations are taken on behalf of Eat Real 4 Life via PTA-Events until more detail is known about how the money will be spent.</p> <p><u>Lavazza Cafe</u></p> <p>Work is continuing on the cafe. In future second hand uniform will be stored in and sold from the cafe. Lyndsey Duncan suggested having a spare change donation jar for Eat Real 4 Life at the cafe. Charlotte confirmed that FOBG are not required to be directly involved in the cafe but the school is likely to see if parents would like to volunteer.</p>	Annabell Seevaratnam Julie Kingsley Jo Whelan
5.	<p>Friday Bake Sale dates for Spring Term (Ali Richardson)</p> <p>Ali has scheduled the dates and will notify Class Reps. The Reception sale on 30 November clashes with their Nativity play and so Ali will rearrange that sale.</p>	Ali Richardson
6.	<p>Winter Fair (Annabell Seevaratnam and Jazs Sahota)</p> <p>A follow-up meeting with Class Reps will be held on Friday 9 November. It was requested that Class Reps make it known that, if people don't have an item to donate to their class hamper, they can donate a small amount of cash if they wish so that items can be purchased.</p> <p>Raffle tickets will be in book bags shortly.</p>	Annabell/Jazs

	<p>Card readers will be available at the cafe, the silent auction, for raffle ticket sales and Christmas tree orders.</p> <p>Jo Whelan will print photos of FOBG events for display on the FOBG stall. Jo will also put together a rota for the stall.</p> <p>In addition to the usual cafe in the school kitchen there will be an outdoor food market in the Eco Garden serving mulled wine, hot chocolate and marshmallow toasting. Consideration needs to be given to wet weather arrangements.</p> <p>There was discussion about the karaoke stall and it was suggested that this could become a talent show, with a prize on offer. The School Council and Teachers may be able to help promote this at assemblies and in class.</p> <p>There will be a Mufti Day on 23 November when children will be asked to bring in a treat-filled 'cracker' for the Mufti Stall. Annabell will let Julie know where the crackers should be stored before the Fair. Annabell will provide Julie with raffle tickets well in advance of the Fair.</p> <p>Annabell and Jo will liaise re the map and forward it to Debs and Julie.</p> <p>Confirmed external stalls are - Riverford Organic, Hamptons, Bonnie Dudeney (jewellery and watch cleaning), Pioneer Sports (a stall and running an activity), Eat Well (this could be added to the FOBG stall). Annabell is waiting to hear from Brian Kirkby Flowers.</p> <p>Julie will take photos of the Teachers in disguise for use in a 'Santa Selfie' competition. Cath offered to set out the photos and add them to the FOBG stall.</p>	<p>Jo Whelan</p> <p>Annabell/Jazs</p> <p>Annabell/Jazs</p> <p>Annabell</p> <p>Annabell and Jo</p> <p>Julie Kingsley</p>
7.	<p>Pantomime - Friday 7 December (Cath Harrop and Katherine Harris)</p> <p>Tickets are now on sale on PTA-Events. The following people volunteered to help:</p> <p>On the morning of Friday 7 December to put together snack bags - Cath Harrop, Ali Richardson, Lyndsey Duncan, Elissee Thompson, Debs Poulter</p> <p>From 3.30pm to set up the hall - Cath Harrop, Elissee Thompson and Katherine Harris</p> <p>Performance 1, from 5pm - Jo Whelan (running the bar), Cath Harrop and Katherine Harris</p> <p>Performance 2, from 6.30pm - Jo Whelan (running the bar), Charlotte Edgar, Cath Harrop and Katherine Harris</p> <p>after 8pm to clear up - Uliana Khvorostyanova, Annabell Seevaratnam and Debs Poulter</p> <p>More volunteers will be needed - anyone interested in helping should contact Cath Harrop or Katherine Harris.</p> <p>Debs will apply for a TEN License in Cath's name.</p>	Debs Poulter
8.	<p>Christmas refreshments (Katherine Harris)</p> <p>Volunteers were confirmed as:</p> <p>EYFS 29 November - Simon Harrop, Annabell Seevaratnam and Lizzie Farrow</p> <p>EYFS 30 November - Cath Harrop, Jo Marr and Katherine Harris</p> <p>KS1 Wednesday 5 December - Uliana Khvorostyanova , Ali Richardson and Elissee</p>	

	<p>Thompson</p> <p>KS1 Thursday 6 December - Debs Poulter, Lyndsey Duncan and Annabell Seeveratnam</p> <p>KS2 Tuesday 18 December - Lara Ward, Lyndsey Duncan, Cath Harrop and Katherine Harris</p>	
9.	<p>Christmas lunch - 19 December (Katherine Harris)</p> <p>The following volunteered to help:</p> <p>Uliana Khvorostyanova, Jazs Sahota, Annabell Seeveratnam, Debs Poulter and Katherine Harris. All confirmed they have a valid DBS check with the school. Christmas crackers for all children have been delivered to school already.</p>	
13.	<p>Any other business</p> <p>Jazs mentioned that the new school photographer, Deborah Albert, and a colleague have offered to take photos at the Winter Fair. All agreed that, although a very kind offer, this would not be possible as the school would have to verify every photo before it could be used.</p>	Jazs Sahota
	<p>Date of next meeting</p> <p>The next meeting will be held at 8pm on Tuesday 15 January 2019 in the Staff Room. All parents are welcome to attend.</p>	