

Minutes of the FOBG Committee Meeting

Tuesday 15 January 2019, 8pm, Staff Room

Attendees

Debs Poulter (Chair), Charlotte Edgar (Governor), Mr Birch (Staff), Cath Harrop, Ali Richardson, Lara Ward, Lyndsey Duncan, Jo Whelan, Katherine Harris (minutes)

	Agenda item	Action
1.	<p>Apologies for absence Elisse Thompson.</p>	
2.	<p>Approval of last minutes and matters arising The minutes of the last meeting were approved.</p> <p>Everyone welcomed Mr Birch who will be the Staff representative at committee meetings during Mrs Kingsley's maternity leave.</p> <p><u>Year 6 science resources</u> - Mr Birch confirmed that the school will be placing an order. FOBG will reimburse the school.</p>	Mr Birch
3.	<p>Finance report (Debs Poulter) Approximately £16,000 was raised last term. After ring-fenced amounts, expenses for the Winter Fair and Christmas trees, it is estimated that there will be £42,500 in the bank account.</p> <p>After expenses, it is estimated that the Winter Fair will have raised £6,500. Thanks to Annabell Seevaratnam and Jazs Sahota for arranging the event.</p> <p>Debs Poulter will contact Peter Lowery to determine the current situation regarding Gift Aid claims. Katherine Harris will add that to the next agenda.</p> <p>Mr Birch mentioned various events for which the FOBG contribution of £1,000 for workshops could be used this year. All agreed that, if at any time extra funding is needed for school-wide events, the Committee would be interested to hear details.</p>	Debs Poulter Katherine Harris
4.	<p>Parent Governor Update (Charlotte Edgar) The Governors would like to thank FOBG for agreeing to fund the Library Assistant role until the end of this academic year. Interviews were held before Christmas. The Committee were delighted to hear that Sally Le Marquand has been appointed. Charlotte confirmed that ongoing updates will be given to FOBG.</p> <p>The Governors and Premises Committee fully support FOBGs plans for purchasing items for the front of school.</p> <p>There have been no updates from the Eat Real 4 Life team.</p>	
5.	<p>Bingo Night and other Spring Term fundraising ideas (Cath Harrop/Lara Ward) A Bingo Night will be held at school on the evening of Friday 15 March, time to be confirmed. Tickets will be £15 per head, including a meal. Tom Hopkinson has agreed to be the bingo caller and Cath has booked the catering. Cath will organise ticket sales via PTA-Events.</p> <p>Volunteers will be needed to help on the night. Jo Whelan offered to co-ordinate the bar including ordering supplies and organising a rota of bar volunteers. Mr Birch offered to do a shift on the bar and will ask if other staff will help and/or attend the</p>	Cath Harrop Mr Birch

	<p>event. Cath will liaise with Mr Birch re a staff table.</p> <p>There was general discussion about possible events for children during this term including a cinema night, family quiz, sing-a-long evening and World Book Day bedtime story session. All agreed that these would be looked at further at the next meeting.</p>	Cath Harrop
6.	<p>Date for the Summer Fair</p> <p>The Fair will be held at school on Saturday 18 May from 12-3pm. Ali Richardson, Elisse Thompson and Lucy Ivey have kindly volunteered to arrange the event. Further details will be given at the next meeting.</p> <p>Charlotte Edgar has confirmed the date with Stagecoach. As our Fairs now finish at 3pm, and not 5pm, it makes sense for Stagecoach to rearrange the furniture in the EYFS/KS1 classrooms after Fairs. Charlotte will communicate that to Stagecoach.</p>	Charlotte Edgar
7.	<p>December 2019 fundraising event (Jo Whelan/Cath Harrop)</p> <p>All agreed that the Christmas event this year should be a Magic Show rather than a pantomime. Jo Whelan will check availability for Friday 6 December.</p> <p>The date of the Winter Fair will be confirmed to Stagecoach after the next meeting.</p> <p>Mr Birch mentioned that he is keen to arrange a trip to an external pantomime for Years 1 to 6 and asked if FOBG would subsidise that. Tentative prices were requested so that a decision can be made.</p>	Jo Whelan Mr Birch
8.	<p>Request from Samina Riaz (Katherine Harris)</p> <p>Samina, a Year 4 parent, has links to Cricket Green Primary School in Mitcham and, as the school is deemed "under-privileged", would like to help them raise funds for much needed building work. Bishop Gilpin already works with the school on special needs teacher training. To raise funds Samina would like to sell homemade takeaway curry meals to Bishop Gilpin parents on a limited number of Friday afternoons during the Summer Term. All agreed that this would not conflict with any FOBG fundraising events and that Mr Birch will discuss it with the school and report back with a decision.</p> <p>Jo Whelan raised the subject of our long-standing support of a primary school in Mabale. The current co-ordinator, Kate Gabbani, will leave Bishop Gilpin in September and is handing over to Jo. Several BG parents currently sponsor children at the Mabale school and Kate will continue to co-ordinate those private transactions.</p> <p>Jo gave a summary of Painted Dog Conservation (PDC), the UK charity which funds the school in Mabale and explained some queries that have arisen regarding future donations to PDC via the UK charity. Debs noted that new due diligence would need to be conducted before we re-route any funds to them via an overseas charity which is not under the regulatory review of the UK Charities Commission. Debs, Jo and Kate will meet to work out if there is a way forward.</p>	Mr Birch Debs Poulter, Jo Whelan and Kate Gabbani
9.	<p>Co-Op (Lyndsey Duncan)</p> <p>Through the Co-Op Local Community Fund we have received a cheque for £9,809.31. Thanks were expressed to the BG Library Team who nominated FOBG for this scheme. This will be mentioned in the next newsletter and on Twitter.</p> <p>The Co-Op are interested in further involvement with fundraising for the school - possibly via donating food for events or Sports Day refreshments. They are also keen to attend an assembly or have a stall at a Fair to highlight their Local Community Fund. Lyndsey will arrange a meeting with the school and the Co-Op.</p>	Mr Birch Lyndsey Duncan

10.	<p>Second-hand uniform sales (Katherine Harris on behalf of Elisse Thompson)</p> <p>All agreed that Elisse should purchase the wood required to finalise the second hand uniform cupboards in the Lavazza Cafe. Sale dates will be confirmed when the work has been completed.</p>	Elisse Thompson
11.	<p>Bags2School (Lara Ward)</p> <p>The next collection will be at drop off on Thursday 31 January. Lara will arrange future dates for every half term.</p>	Lara Ward
12.	<p>Potential purchase of equipment for FOBG (Debs Poulter)</p> <p>All agreed that arranging/running events could be made simpler if we had more equipment. All agreed to the purchase of:</p> <ul style="list-style-type: none"> - a more usable shed - Katherine Harris will speak to Dany about options for one, possibly two, shed(s) with some form of lighting to be incorporated - a delivery trolley - Ali Richardson has ordered one - a large broom - plastic tubs to hold ice/bottled drinks - a raffle ticket roller <p>There was also discussion about the possibility of purchasing folding tables to replace the current stackable tables.</p> <p>The school will be consulted before a shed is purchased to ensure that the car park and any plans the school may have are not compromised.</p>	Katherine Harris
13.	<p>Any other business</p> <p><u>Front of school</u> - Katherine Harris will speak to Dany about prices, locations and timeframe for seating.</p> <p>Charlotte will investigate the cost of finalising the fencing next to the Staff car park so that space can be created for cycle/scooter storage.</p> <p>Katherine will ask Dany for an update on the application to remove a holly tree. Once that is finalised a decision can be made on purchasing a parent shelter.</p> <p><u>Playground markings</u> - replacing markings in all the playgrounds is desired by school but cannot be covered by the school PE budget. Mr Birch will provide prices.</p> <p><u>Nursery flooring</u> - Cath Harrop mentioned that a section of carpet in the Nursery needs to be replaced.</p> <p><u>School meals</u> – it was unanimously agreed that the quality of school meals at Bishop Gilpin has materially improved. Feedback from pupils has also been very positive. Mr Birch advised that unfortunately this improvement has come with an associated increase in cost which is currently being subsidised from the school budget. The committee questioned the sustainability of the subsidy and noted that this is not an area that FOBG can financially assist with. While the Committee thought that most parents/carers would probably be amenable to a price increase, given the high quality of meals, surveying parents regarding an increased school meal contribution was suggested. It was mentioned that independent schools charge approximately £4.90 per day for school meals.</p>	<p>Katherine Harris</p> <p>Charlotte Edgar</p> <p>Katherine Harris</p> <p>Mr Birch</p> <p>Mr Birch</p>

14. **Date of next meeting**

The next meeting will be held at 8pm, in the Staff Room, on Tuesday 5 March 2019.
All parents are welcome to attend.