



MINUTES OF FOBS COMMITTEE MEETING – 12 January 2016

Present:

Jenny Spender Sarah Traynor Becky Tipper Christina Boulton Clare Harvey
Darren Williams Karen Williams Hayley Hammond Claire Thomas
Anna Wozzley Kelly Howes

Apologies

Ann Nesfield Kate Hayes Helen Maberley Gemma Jones

Minutes of the Last meeting

The minutes from the previous meeting, 14 October 2015, were agreed.

Actions Carried Forward from previous meeting

Container – Andy Moores and Bill Townsend have both sourced quotations for a container. A meeting between AM, BT and Jenny Spender is to be arranged to progress

ACTION – Andy Moores

Playground Equipment – Design layout and plans currently going ahead, a range of equipment choices is being given to the School Council, for them to select their preferred pieces before a final quotation is sought. Final quotations to be sought and presented to team in February meeting

ACTION – Jenny Spender

Online System – Jenny needs to share this with Lynne Moore, but the plan to go live in January in time for the school discos. Kate Hayes and Claire Thomas to take the lead on the implementation

ACTION – Claire/Kate

Queens 90th Birthday – celebrations plans to be left until after Christmas.

ACTION – Anna Wozzley

Queens 90th birthday mugs – James suggested a nice commemorative mug could be sold, and agreed to look into possible schemes for FOBS

ACTION – James Foster

Easy to Name – Ann managing this and handing over to Katie Dover

ACTIONS – Ann Nesfield & Katie Dover

Easy Fundraising - Ann managing this and handing over to Sarah Traynor

ACTIONS – Sarah Traynor & Ann Nesfield

Safe – Julie has sourced a safe that would offer initial resistance to fire/theft. The committee agreed to fund, suggested JN checks with her home insurer if she would be covered.

ACTION – Julie Nixon

Matters Arising:

Recycling Schemes - Gemma confirmed that Ecobags was available again, and was still the best provider despite a reduction in their offering. A date for Ecobag collection has been set for February. Gemma has also found a preferred supplier for electronic item recycling with EMC. She will continue to investigate this option and organise a first collection possibly in the 2nd half of the spring term

Action - Gemma Jones

Minibus – The concept of a FOBS funded minibus for use for school sports events has been suggested to the school. After consideration and feedback from other schools, it is considered too expensive to maintain on an on-going basis. Lynne Moore has suggested a council operated scheme which has a minibus for schools in the borough to hire. There are costs involved but these are low compared to the school owning it's own bus. Darren Williams has also investigated an option of sharing Bracknell Scouts minibus (as it is under utilised and they rent it to cover costs). All agreed to would be useful to continue to investigate these two options, particularly as it was thought there may be an issue with the availability of the council one if all the borough schools were participating in the scheme. Jenny and Darren to investigate both options and update at the next meeting.

Action – Jenny Spender and Darren Williams

Games Club – Miss Hughes requested that FOBS fund the initial set up costs of a new board games club. It was agreed by the majority , to provide the fund of £100 to do so. Miss Hughes has been asked to order all the games through the school ordering process.

Action – Katy Hughes

Playground – We have recently learnt that the school's application to the National Lottery for a grant to fund a tyre park was not successful. Therefore final quotations are to be sought and presented at the next FOBS meeting for a decision to be made about the provider. There are groundworks that are required, and it is intended that this will be managed by Darren Williams, and resourced by the parent group.

Action Jenny Spender

Review of Xmas Bazaar – A review of the most recent bazaar was had. In all, really good feedback has been received from various parties. The following points were discussed in detail:

- Market Place – Feedback was received from the stall holders was that they didn't feel the market place was adequately marketed, and buyers had not come prepared with sufficient funds to purchase the products. There was some debate about the merits of offering a market place at future events, and should be considered at the next Xmas Bazaar planning. In any event, stalls should be more suitable for the event and also FOBS should make more effort to market them
- Secret Santa room – As in previous years, this was very popular and well received. There was a continued imbalance of mum's v dad's presents and it was suggested that perhaps specific years are asked to buy men or ladies gifts. Also, a complaint was received from a parent, as the gift purchased for them was past it's sell by date and was therefore unusable. It was accepted that with our best efforts this may still happen as donations are received on the day, but we would include a reference in our communications to product best before dates, and make best efforts ourselves to check the gifts before putting them out for sale.

- Reindeers – The organising committee looked into booking the reindeers for this Xmas Bazaar but they were already booked. It was agreed to book for the 2016 Bazaar, at a cost of approximate £300. Jenny to forward the contact details to Becky to book.

Action – Jenny Spender

Chairman's Report

Jenny thanked everyone for their efforts during 2015, and for their commitment to making FOBS a success. Sadly Karen Williams has stepped down from the role of Secretary due to increased workloads, and was thanked for all her efforts in this role. Karen will continue as a general committee member. Volunteers were asked to fulfil the position, and Kelly Howes nominated to be FOBS Secretary. Becky Tipper seconded this and the nomination was accepted.

Treasurer's Report

Bank balance at	11-Jan	£34,614
Petty cash on hand	11-Jan	£2,609
		£37,223

		Allowed
Commitments	Xmas Week	£584
	Teachers Floats	£1,078
	Bank charges	£220
	Sports Week Summer Term	£800
	Enrichment Week Spring Term	£950
	Enrichment Week Autumn Term	
	Final (?) invoice for welly racks / playground painting	
	Playground Markings - invoice received 2016	
	Playground Equipment - TBA	

	Committed to Date	£3,632
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£33,591

Christmas Bazaar	Income	£5,288
	Expenses	-£1,253

Xmas Calendars	Income	£1,260
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Xmas Cards	Income	£1,555
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Sponsorship	David Cliff & Others	£850
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President's Report

The school thanked FOBS for their continued fundraising and for the wonderful Christmas events hosted in the school. The anti-bullying enrichment week was a great success with many positive comments made by the pupils.

Spelling Scheme - The school requested that FOBS consider funding a spelling scheme to support the development of the children's learning. Spelling is recognised as an area for improvement. The Read Write Inc spelling scheme has been identified as the scheme of choice, and a seminar on this was attended recently by Mrs Featherstone-Wright, Mrs Slocombe and Mrs Kean. The set up cost would be £2500, and this would enable the purchasing of the license, materials and staff training.

The FOBS committee agreed in principal to fund the scheme, if the school could confirm that due diligence had been undertaken in choosing the Read Write Inc scheme. If this could be provided, then a decision to fund it, would be made by email. Mrs Kean will be asked to confirm due diligence.

Action – Vanessa Kean

Future Events

Children's Discos – The infant and Junior discos are scheduled for 22 and 29 January respectively. It was suggested that the school might be able to provide class lists to speed up the administration and sign in process. Becky reiterated the safeguarding ratios required for volunteer numbers.

Action – Becky Tipper

Quiz Night – Sales for this event are steady. A new quizmaster has been booked. Karen and Sarah were asked to return to the system of allocated tables, where a group booking had been made

Action – Karen Williams and Sarah Traynor

FOBS 10KM Run – Karen has spent has received support for the event from the parish council and they are jointly meeting Bracknell Forest Borough Council to discuss road closures etc. A route has been identified. The school have agreed to allow FOBS to use the playground as a parking area, and the Year 6 toilets. The Brownie pack will man the water station. It is estimated the application cost will be £15/person. Ladies Health Gym has agreed to sponsor the event, and organise a warm up session. The expected set up costs are estimated to be £3000-£4000. All agreed that the event is a good idea and one we should continue to investigate, and the objective for this year is to be cost neutral. A sub-committee will be established once it is known if BFBC will grant the license to hold the event.

Any Other Business:

- A donation of \$600 has been received from a parent through their employer's volunteer scheme, and FOBS are very grateful to this individual for their continued support.
- Anna Woozley recently completed a sponsored swim and raised money for FOBS through Just Giving and Vodafone. FOBS thank Anna for her personal efforts to raise additional funds for us.

- A request for funds to support the Book Club run by Liz Harris was requested. The FOBS committee asked for a proposal to be submitted at the next committee meeting for consideration. **Action – Karen Williams**

Date of Next Meeting

10 February 2016 – all invited