

FRIENDS OF BINFIELD SCHOOL
REGISTERED CHARITY NUMBER 1079512
MINUTES OF FOBS MEETING - THURSDAY 28TH APRIL 2022

1. PRESENT

Hayley Hammond	Claire Turner	Joanne Maher
Nick Foster	Kate Hayes	Vicky Lunn
Jessica Simpson	Emily Fenner	Richard Levens
Rachel Parker	Karen Hardy	Ali Melabie
Tania Chizlett	Martyna Gonzales	

2. APOLOGIES

Purveen Hira	Debs Conneely	Nicola Jenkins
Briarley Jenvey		

3. APPROVAL OF MINUTES FROM LAST MEETING (MARCH 2022)

March 2022 minutes were approved as a true record by Nick & Claire.

4. TREASURERS REPORT

Bank balance	28/04/2022	£15,434.07		
Stripe account		£0.00		
Petty cash		£108.00		
Medal income (accrued for pending expenditure)		-£473.20		
	Available funds	£15,068.87		
		Agreed spend	Spent to date	Left to spend
Commitments	Teachers Floats	£1,600.00	£1,212.37	£387.63
	Books	£1,500.00	£1,167.64	£332.36
	BOLE	£250.00	£79.24	£170.76
	Sports Week	£950.00		£950.00
	Contribution to Year 6 leavers	£300.00		£300.00
	Swimming pool	£3,000.00	£2,500.00	£500.00
	Committed to Date	£7,600.00	£2,459.25	£2,640.75
	Available	£12,428.12		
Income since last meeting			Expenses since last meeting	
	Egg Hunt (Advertising/refreshment tables)	£674.84		
	Egg Hunt (Maps)	£2,355.50		
	BFC Lottery	£48.00		Medals - not yet paid for (end of April)
	Collection boxes	£88.69		
	Christmas raffle (2nd payment)	£504.30		
	2nd hand uniform	£14.00		
	Total	£3,685.33	Total	£0.00

Claire thanked all the teachers for their continued efforts at spending their class floats.
 Claire advised that she has now paid the deposit for the swimming pool.

Jess asked if there would be interest in the school having a permanent swimming pool if it could be funded through crowdfunding, Jo commented that this would be probably not be possible due to space limitations.

Great income from the collection boxes – Jo passed on thanks to Tania for co-ordinating.

5. PRESIDENT'S REPORT

Emily passed on continued thanks from all the teachers for the FOBS support and commented on how much everyone is enjoying all being back in school on the normal timetable.

School are busy planning the Platinum jubilee party on the last day before half term and would appreciate FOBS support to make the event successful.

Emily asked if FOBS would consider funding some of the costs of the year 6 play as the children have not performed a play since year 3 due to COVID restrictions. £550 cost for scripts & music.

Remainder of year 6 budget (£80) will be used and it would be fantastic if FOBS could contribute. It was suggested that Emily speak to Jane Roylance (Binfield governor and year 4 parent) to ask if we could borrow scripts / music from Kings and Karen also offered to find out if she can borrow anything from her school and then we would need to fund license cost only. Emily to find out and advise license only cost. If the scripts/music can be used in the future, this would be compatible with the FOBS constitution that funds have to be used across the school year range. It was suggested that we might consider selling refreshments and also have a donation bucket at the play (although in previous years a donation bucket has been available for charity).

- 5.1 Skipping ropes** : Sample pack has been cancelled as it hasn't arrived. As playtime has reverted to standard timings, school have realized that playground space is limited so they will be reconsidering what is required and Katy Hughes to advise what is required for FOBS to source.
- 5.2 Technology project** : Thorough checks between school and IT support company in progress, more details expected by the summer term. Grants also being considered.
- 5.3 BOLE Canopy** : 3 options have been reviewed (2 metal canopies, 1 wood/plastic). The wood & plastic design from Pentagon Play will fit best aesthetically and is also the cheapest. School are hoping that Pentagon Play can install the canopy during May half term. Cost is £5971 excluding VAT. It was unanimously agreed that FOBS would fund £3000 towards the canopy.

6. ACTIONS ARISING FROM MINUTES OF LAST MEETING (March 2022)

6.1 Shed Shelving & painting

Jo passed on thanks to Hayley & Nick for building the shelving which maximises the space for FOBS equipment.

- 6.2 FOBS Coffee morning** – Jo will speak to Claire at Foxes Den about planning a date for the next coffee morning.

- 6.3 Mini Baker Magazine** – to revisit later in the term.

- 6.4 Parish Council grant** – Claire has met with Ceri (Parish clerk) about FOBS applying for a parish grant towards the swimming pool, and is awaiting feedback.

7. CHAIR REPORT

7.1 Upcoming events

7.1.1 Bag2School

Next event will be held on 5th May, reminders have been shared. Lorraine will be co-ordinating.

7.1.2 Binfield Egg Hunt Summary

Map sales similar to previous years. FOBS income from advertising & refreshments = £674.84, income from map sales = £2355.50.

Vicky passed on thanks to Tania for sourcing the chocolate prizes.

Jodie Anderson from Aldi donated 1076 eggs. Hayley to send thank you letters to Tesco, Waitrose and Aldi. Excess chocolate was donated to The Cowshed and the local District Nurses.

Thanks also passed onto the Everett family & Tania for the refreshment tables which raised additional funds. *Hayley to send thank you letters.*

Binfield Pre school will receive £1700 as a donation for their contribution towards organising the 2022 Binfield Egg Hunt.

Jo passed on thanks passed to Lorraine for organising the great deal on map printing and also to Nicola for arranging the map advertising.

Hayley to send thank you letters to Tesco, Waitrose & Aldi for donating the chocolate prizes, Lorraine's contact for the map printing.

Vicky advised that we should consider collecting the Egg location number sheets after the event for reuse and people should also be encouraged to change their egg design to bring variety to the experience.

Discussion held on whether map sellers (Foxes Den, Crema and Binfield Village Stores) should get free advertising to cover the credit card charges incurred for selling the maps? Or should we sell maps direct through FOBS? To be considered for next years Egg Hunt.

7.1.3 Platinum jubilee celebrations

School will be holding a street party picnic in school on Friday 27th May, FOBS have been asked to assist with decorations (school will use the FOBS gingham bunting) and supplies for the picnic. (juice cartons, crisps and lunch boxes). White lunch boxes and union jack stickers were proposed as a cost effective option. Pom bear crisps are suitable for most allergies, Vicky to ask if Aldi can fund the crisps. Approx. 420 boxes needed, need to confirm exact number. There will also be a competition for the best dressed KS1 and KS2 children (prizes to be organised?). Commemorative badges funded by FOBS will be given out by class teachers at the end of the day. Jo & Kate to organise presentation cards for the badges. Claire has found an ice cream van who will offer £1 per ice cream or ice lolly- to be discussed with school.

7.1.4 Platinum jubilee Parish event (4th June)

School have agreed we can collect tombola donations in exchange for a non-uniform day on Friday 27th May. We need to make it clear that items donated will be used at the parish event on 4th June with all funds raised coming to FOBS. Volunteers needed for item drop off and labelling on 27th May and will be stored in FOBS hall.

7.1.5 Platinum Jubilee Tea Towels

Children have completed the drawing templates and we are awaiting the design proofs (EYFS + KS1 and KS2) from Fundraising Creations. Pre orders to be taken via PTA events, £4 each. Kate advised 331 year group tea towels sold in 2016.

7.1.6 Summer term raffle

Raffle to run 1 week either side of circus. Draw on Friday 1st July? Need to finalise top three prizes so tickets can be printed asap. Linden Homes and Golfplex have been asked for prizes.

Hayley to contact Puzzalogical Escape rooms.

7.1.7 Doughies Pizza & cookie kits (17th June)

Jo to ask Nicola to contact local companies for advertising flyers to go into bags. Order form to be set up on PTA events by Debs / Kate.

7.1.8 Circus (25th June)

National Festival circus (animal free) will be visiting. Shows at 1pm, 2:30pm and 4pm. 600 seats (200 per show). Volunteers needed to sell raffle tickets / check entry tickets. Discussion held on ticket pricing. NFS suggest £8 per ticket. Circus cost is £1500. Should we offer an early bird discount price to encourage sales?

7.1.9 Party by the Pitch (2nd July)

FOBS will be running a face glitter stall. Volunteers needed.

7.1.10 Krispy Kreme Doughnuts – end of term?

7.1.11 New parents evening refreshments / 2nd hand uniform (Thursday 9th June 6pm).

Volunteers needed

7.1.12 New starter picnic / 2nd hand uniform (date to be advised) : Vounteers needed

7.2 BOLE

Thanks were passed on from Purveen for the volunteers who helped with the BOLE tidy on 2nd April. Binfield Environment Group also attended to offer advice. Ali Melabie will be taking over the BOLE liaison role and Sarah Cox is now the school contact and has asked if we can request 6 more bags of compost from Ashridge. Thanks were passed onto Ashridge Garden Centre who donated compost and seeds (Hayley has sent a thank you letter).

7.2 FOBS logo – ongoing. Jo shared some designs for consideration.

7.3 End of term keyrings (Crossfield-creations) – ongoing

7.4 AGM committee roles – As usual all committee will step down at AGM in July 2022. Jo would like to create a Q&A video for core roles to help with recruitment of new members. It was explained that of the core committee, only Nick has a child in KS1 and most of the core committee will be leaving the school in 1-2 years giving little time for shadowing / handover of core roles. Please email fobs@friendsofbinfieldschool.co.uk or approach a committee member at any time if you know of anyone who might be interested in any of the core roles or in becoming a general member or bring them along to the next meeting.

Committee can still run as an active charity to spend funds if we do not have an active committee however no events or fund raising will be possible which will have a significant impact on school life.

Jess offered to provide support with PR / advertising of FOBS.

8. ANY OTHER BUSINESS

- Kate raised that we need to have a gazebo audit to check they are all working. Jo to liaise with new caretaker, Mr Munden.

9. BINFIELD BEACON ADVERTISING (2nd Monday of month)

June Beacon deadline is 9th May. Beacon advertising income has much reduced and Kate suggested we make a small contribution in future for FOBS external event adverts. It was agreed to set aside a small advertising budget for future events and Kate will find out advertising costs. Circus and Doughies pizza kits to be advertised.

UPCOMING EVENT DATES

Sunday 22 nd May 2022	- Binfield 10K
Monday 23 rd May 2022	- FOBS meeting
Friday 27 th May 2022	- Non uniform day (Tombola donations)
Friday 27 th May 2022	- Platinum Jubilee street party picnic
Saturday 4 th June 2022	- Parish Jubilee event (FOBS Tombola)
<u>Wednesday 15th June 2022, 8pm</u>	<u>- FOBS meeting</u>
Friday 17 th June 2022	- Doughies pizza & cookie kit sale
	- Raffle tickets on sale?
Saturday 25 th June 2022	- Circus
Saturday 2 nd July 2022	- Party by the Pitch (Face Glitter stall)
<u>Thursday 14th July 2022, 8pm</u>	<u>- AGM</u>

10. DATE OF NEXT MEETING – Monday 23rd May 2022, 8pm. School ICT room & online : NOTE
CHANGE OF DATE