



FRIENDS OF BINFIELD SCHOOL
REGISTERED CHARITY NUMBER 1079512
MINUTES OF FOBS MEETING - WEDNESDAY 16TH MAY 2018

PRESENT

Darren Williams
Julie Nixon
Claire Turner
Rachel Norris

Polly Phillips
Hayley Hammond
Annelise Hill
Jackie Rawes

Emma Pike
Alex Bartlam
Claire Thomas
Jo Maher

APOLOGIES

Purveen Hira
Jenny Spender

Kelly Howes
Kate Hayes

Becky Tipper

MINUTES OF THE LAST COMMITTEE MEETING

Minutes were reviewed and accepted as a true representation of proceedings.

PRESIDENT'S REPORT

Annelise Hill passed on a huge thank you for FOBS' contributions to the recent Tech project.

Darren asked for clarification as to whether Mr G had managed to fix the basketball net and fill the base with sand rather than water and if the storage unit has been purchased yet? These invoices can be passed to Julie for payment.

Darren also queried the protection on the handheld devices in the classrooms and asked for some feedback as to whether certain sites have been blocked and if the children's usage of the devices is being monitored?

CHAIRMAN'S REPORT

New committee members - Darren advised the committee that he would be stepping down as Chair at the AGM at the last meeting and has made Suzie aware of this. Suzie is also aware that a teacher is able to stand as Chair should they wish to. These roles will be voted for at this year's AGM.

If the key roles within the core committee are not filled at the AGM, there will be no FOBS come September. This will then mean no Christmas Bazaar, Summer Fete, Discos, Quizzes etc.

Microphones - The school have decided that they will not be looking to replace the current microphones with the overhead system that FOBS proposed. The committee has decided not to give up on the new system as productions by the children are suffering as a consequence of the poor sound. Quite often several microphones fail during just one performance or assembly. The funds are currently allocated by Julie so Darren has gone back to Suzie to relay that we will do further research ourselves.

Jackie has organised for a colleague of hers to come in on the 14th June to check the current sound system and give feedback as to what improvements can be made. (ONGOING)

Constitution/Binfield 10k - Darren and Jenny have now met to rewrite the constitution.

Darren to get the original copy of the constitution from Sarah/Katie and to forward to Claire to be retyped. The committee's key objectives are not changing within the new constitution.

The intention is to present the new constitution at the AGM, 21 days notice needs to be given prior to the AGM for this to happen.

Recipe book - Thank you to all of those children that submitted recipes, unfortunately due to the significantly low uptake we have decided to not go ahead with this on this occasion but will hopefully revisit the idea in the future.

TREASURER'S REPORT

Treasurer's Report

FOBS Meeting

16th May

| | | | |
|--------------------|--------|----------------------|--------|
| Bank balance at | 31-Mar | 8,747 | Main |
| Petty cash on hand | 31-Mar | <u>1,212</u> | Paypal |
| | | <u>£9,960</u> | |

Available funds

| | | Allowed | Spent |
|-------------|--------------------------------|----------------------|--------|
| Commitments | Xmas Week | | £822 |
| | Teachers Floats | £506 | £994 |
| | Bank charges | £50 | £130 |
| | Sports Week Summer Term | £950 | |
| | Enrichment Week Spring Term | £157 | £1,343 |
| | Enrichment Week Autumn Term | | £650 |
| | Contribution to Year 6 leavers | £300 | |
| | IT Upgrade (2017/18) | | |
| | Hall microphones | £3,000 | |
| | Committed to Date | <u>£4,963</u> | |

| | |
|--|--------|
| Available | £4,996 |
| (Paid since last meeting - First Aid Training) | £300 |

Events since last meeting

| | |
|---------------------|--------------------|
| Uniform Sale | |
| Income | £100 |
| | <u>£100</u> |

CORRESPONDENCE

Onedrive - Jackie has now updated the Onedrive and organised it with new folders/events etc. Claire to send out details of access to the drive for future event holders to make use of.

GDPR - In line with the upcoming General Data Protection Regulation (GDPR) legislation which comes into effect on 25th May 2018, the FOBS team have carried out an audit on the data held on school parents and customers on systems they use, and the processes around the data. The completed audit has been saved in the onedrive.

Uniforms - On the last uniform sale, Rachel made £100, thank you Rachel for all your efforts as always. Jo agreed that she would take this over from Rachel in September. Polly has found a charity in Nairobi who will accept our old logo uniforms, however we will need to work out the logistics of organising an amnesty and storing the uniform until October as well as the weight allowance for travel.

Tombola wheel - We now have a large drum that Darren and Martin will make into a tombola wheel ready for the raffle at the Summer fete.

SUB-COMMITTEE DETAILS

Summer Fete - The next sub-committee meeting has been set for the 22nd May at 8pm at the Vic, all very welcome.

Binfield 10k - Volunteers are still needed if anybody else is available, please do get in touch with the 10k committee. It was confirmed that the FOBS gazebos are able to be set up the night before the event on Foxley fields now as the 10k committee have 2 volunteers camping out overnight on the field.

Infant/Junior Disco - Ticket sales are going well. The wrong dates were published on the newsletter this week, Kirsty to email Debbie to amend them for next weeks newsletter.

ANY OTHER BUSINESS

Sports day - It was raised that we will need volunteers to help with serving the teas and coffees at Sports day (11th/12th July)

New Parents evening - It was raised that we will also need volunteers to help with serving the teas and coffees at the new Parents evening (21st June) Darren to prepare a speech.

New starter picnic - The date was set for the new starter picnic for the new Year R children (29th June) Polly to update the flyer from last year and post it on the year's FB group and send it to Debbie so that it can be put in to the new starter packs.

Dragons Den - The School have set Dragons den for the morning of the 8th June. Polly, Becky, Rachel and Julie confirmed they were able to attend.

Stock rotation - Julie asked everybody to make sure we are rotating the stock in the shed so that nothing goes out of date before we get to use it.

Key holder - Jackie brought up as to whether there should be a School key holder within the FOBS committee that lives locally to be able to lock up after events without having to always rely on Mr G. Darren to discuss with Suzie.

Shed - All stuff needs to be pulled out in the summer so that we can look at the damp in there, the shelves on the shelving unit are also bowing now due to the damp. Jackie has taken pictures of the damp areas and sent to Darren. (ONGOING)

Action - Darren Williams

Family quiz - Jackie raised that interest has been shown for a new family quiz night. We need to give some thought as to how this would work with different age groups etc. This could possibly be the family event in the FOBS calendar for Sep/Oct next year. (ONGOING)

Action - Jackie Rawes

Movie night - Kate has done some further research into holding a movie night and has managed to find out that films can be shown as long as they -

Do not exceed 500 people, are within the age classification, not for profit (which is fine as we're a charity.) Therefore we are able to hold a movie night, but there are possible additional costs that we need to look into further. It was proposed that we could show The Greatest Showman.

(ONGOING)

Action - Martin Alway/Darren Williams

EVENT DATES

20th May 2018 - Binfield 10k

8th June 2018 - Dragons den

15th June 2018 - Infant disco

19th June 2018 - FOBS meeting

21st June 2018 - New parents evening (teas and coffees)

22nd June 2018 - Junior disco

29th June 2018 - New starter picnic

30th June 2018 - Summer fete

11th/12th July 2018 - Sports day (teas and coffees)

11th July 2018 - AGM

DATE OF NEXT MEETING

The next meeting will be held on Tuesday 19th June at 7.30pm in the main hall. All are very welcome.