



FRIENDS OF BINFIELD SCHOOL
REGISTERED CHARITY NUMBER 1079512
MINUTES OF FOBS MEETING - TUESDAY 15TH NOVEMBER 2016

PRESENT

Darren Williams	Becky Tipper	Claire Turner
Emma Pike	Polly Phillips	Purveen Hira
Gemma Jones	Anna Wozzley	Alex Bartlam
Jackie Rawes	Helen Malhan	Claire Thomas
Julie Nixon	Hayley Hammond	Sarah Frankel
Sophie Corah	Kate Hayes	Rachel Norris
Kelly Howes	Martin Alway	Jo Maher

APOLOGIES

Helen Maberley	Sarah Naxton	James Foster
Neil Fenn	Jenny Spender	James Rice
Lisa Fry	Joe Pegg	Karen Williams
Clare Radford		

MINUTES OF THE LAST COMMITTEE MEETING

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

PRESIDENT'S REPORT

Sarah Frankel once again passed on a big thank you to FOBS from Suzie for all of their continued hard work.

Miss Hughes and Miss Reynolds also passed on a big thank you to everyone that was involved in the BOLE clear up. It is looking really great now and they are looking forward to the next stage in developing it. Miss Hughes has asked if this clear up could happen on a quarterly basis and Jackie volunteered to co-ordinate this.

A request came from the LSA's as to whether FOBS could look in to providing mats/trays for each classroom as somewhere for the children to take off their muddy boots after visiting the BOLE before walking into the classrooms as the new carpets are getting ruined, further details to be provided.

Becky thanked all of the staff for their prompt replies with the Christmas cards, tea towels and present lists.

TREASURER'S REPORT

BALANCES

Current Account (Main)	£15,989.64
Reserve Account (10k run)	£4,425.86
Petty Cash	£1,440.00
Total	£21,856

COMMITMENTS

Xmas Week	£800
Teachers floats	£1,386
Bank charges	£300
Sports week Summer term	£950
Enrichment week Spring term	£950
Enrichment week Autumn term	£950
Contribution to Year 6 leavers	£300
Playground Equipment (basketball hoops)	£2,887
PTA Website	£150
Year 6 leavers pens	£250
Hall staging	TBC
Committed to date	£8,923

AVAILABLE TO SPEND **£12,933**

EVENTS SINCE LAST MEETING

FAMILY DISCO	
Ticket sales	£640
Bar sales	£451
Other sales	£365
TOTAL	£1,456
Costs	£843
Net Profit (based on spend not stock usage)	£613
UNIFORM SALE - Net Profit	£98

CHAIRMAN'S REPORT

Prayer corners - Darren chased the information on the prayer corners that were requested at the last meeting. School to have a tally up of how many crosses are needed.

Microphones/Staging - Darren has spoken to Debbie about the new staging and microphones that FOBS are going to be providing for the school. We hope to get these in place before the Christmas plays start in a few weeks but need some further information from the school with regards as to where to get it from etc.

IT equipment - Darren is still waiting on the final details for the requirements on the new IT equipment that Suzie has asked FOBS to fundraise for.

Sports equipment - Darren has discussed the new Basketball hoops/balls etc. with Miss Ridnell and passed around examples of a few options that have been looked at. These just need to be finalised before being ordered and installed behind the Year 6 classroom.

BOLE - Darren passed around drawings received from Miss Hughes and Miss Reynolds for suggestions of what to do with the BOLE now that it has been cleared. It was brought up that very few parents have ever seen inside the BOLE and it was suggested that the school could open it to each year group a day at a time for 30 minutes after school in order for parents to take a look around and buy in to the concept of it, hopefully increasing offers of help in maintaining it in the future.

Website - The thermometer on the website has now been changed and looks great! The rota for the Christmas bazaar has also been added to the website in order for people to sign up online.

Life Bus - FOBS had originally agree to pay £950 towards last terms visit from the Life bus. Unfortunately the parent contributions were considerably lower than anticipated and therefore the difference of £200 had to be made up. This was a real shame as this money could have been spent on other things for the school. On the next visit, the letter that goes out asking for the voluntary contribution needs to be worded better so that parents understand that by not contributing, money that has been raised by FOBS will be put towards this rather than being invested back in to the school for new equipment etc. for the children.

Darren thanked everyone for all of their ongoing efforts and behind the scenes work, without which FOBS simply wouldn't function!

CORRESPONDENCE

Dragons Den - A date is to be set for this years Dragons Den within the next few weeks, once agreed with school Becky will communicate out to committee for volunteers.

Action - Becky Tipper

Christmas lunch - It has been agreed this year that a second serving hatch is needed in order for the Christmas lunch service to run smoother. This will be set up on the opposite side of the hall to the kitchen hatch and will be supplied by a hot cupboard that will be hired at a cost of £140.

Action - Julie Nixon

Bank charges - Julie has managed to find a way to reduce the bank charges from £30 per month to just £10 with immediate effect by removing some online functions on the account which are not currently being used. Banking can still be done locally for convenience and there is also an option of getting a debit card which will reduce expense claims having to be done for Costco trips etc. Darren thanked Julie very much for all of her efforts on this.

Action - Julie Nixon

Heating - Martin to provide Darren/Becky with prices for tower fans and bladeless Dyson fans in order to control the temperatures within the classrooms better and create a more comfortable environment for the children.

Action - Martin Alway

Plaque - Kelly to speak to Bill regarding the plaque for the adventure trail. It was agreed that the best material to use would be the more durable plastic option which could then be mounted on wood and attached to the fence.

Action - Kelly Howes

Harrods Christmas shopping trip - There are now only 10 tickets left for this trip.

Action - Claire Thomas/Kate Hayes

Constitution - Darren and Katie Dover, to meet in January to discuss the current constitution and make any necessary changes.

Action - Darren Williams/Katie Dover

Bouncy castle - Martin provided details and pricing of bouncy castles researched. Insurances and how we would then man this at an event still needed to be looked at.

Action - Martin Alway

Popcorn machine - Sarah provided details and pricing of popcorn machines researched. It was agreed that FOBS would purchase a table top machine ready for the Christmas bazaar. Gemma Jones said that her husband may be able to help with the set up/running of it at the bazaar. Darren to order.

Action - Gemma Jones/Darren Williams

Father Christmas - Clare Radford's Dad has volunteered to help out as FC at this years assembly and Alex will now be his 'little helper' on stage.

Action - Clare Radford's Dad/Alex Bartlam

Estate agent boards - These will be going up this coming week.

Action - Hayley Hammond

Christmas puddings - 80lb of puddings have been made and they are nearly sold out. If there are any left, 1 will go in the food hamper for the raffle and the rest will be sold at the bazaar.

Action - Claire Turner

Infant disco - This event falls just 10 days after the next FOBS meeting so was discussed and Jackie offered to own the infant disco for next year. Jackie will ask Stacey Omokaro if she is happy to do the games again as she did such a great job of them last time and Claire Turner also offered to help out.

Action - Jackie Rawes

Quiz Night - It was suggested that Scott Chivers and David Wells had offered to do the quiz master role for the next quiz night in February. Jo Maher has since checked with them, however and they are not available. Jackie to ask her husband and Darren also has a contact for the one that was used last year?

Action - Karen Williams/Neil Fenn

Tea towels - It was decided that 50 tea towels per year group would be ordered and put on sale online. These preordered ones would be charged at £4 for collection at the Bazaar. They will also be on sale at the Bazaar at £5 each.

Action - Becky Tipper

Sub Committee meeting - A further meeting to discuss the Christmas bazaar has been arranged for next Tuesday 22nd November at 8pm at The Vic. All welcome.

Action - Becky Tipper

Movie night - It was brought up about the logistics of holding a movie night on the School grounds as a fundraising event. Whether without a PRS license we would be allowed to charge for entry to watch the film or if we could simply ask for donations, but then charge for popcorn/bar etc. Anna already has some research from a similar event and will send this on to Darren.

Action - Anna Wozzley/Darren Williams

ANY OTHER BUSINESS

Christmas cards - Polly due to do a handover with Clare regarding the card orders as the deadline for orders has now passed.

Action - Polly Phillips/Clare Radford

Reading Football Club - Simon Butler (Year 3 parent) is looking into offering FOBS gaining money from ticket sales promoted for Reading FC (ongoing.)

Action - Darren Williams/Simon Butler

Golf day - Joe Pegg and Neil Fenn (Year R parents) had suggested organising a golf day as a way of raising funds for FOBS (ongoing.)

Action - Joe Pegg/Neil Fenn

Pamper evening - Jo Maher and Naomi Winmill (Year 1 parents) had suggested organising a pamper evening, with exclusive shopping at Captain Tortue and beauty treatments. Date TBC (ongoing.)

Action - Jo Maher/Naomi Winmill

Dinner dance fundraiser - The cricket club is currently being looked at for this event possibly for Spring 2017 (ongoing.)

Action - Alex Bartlam/Polly Phillips/Sarah Naxton

Camping - Suzie has provided Darren with a list of all the challenges that are faced when organised an event of this nature on School grounds. These will be looked at.

Action - Darren Williams

Ice cream sales - Helen suggested whether we could look at doing ice cream sales in the playground after school on Fridays in the summer months. Concerns were raised how the school would feel about us selling ice creams with their healthy eating policy, but we can speak to Suzie about this.

Action - Helen Malhan

Sweets - Alex very kindly offered a sweet hamper for the raffle at the Christmas bazaar.

Action - Alex Bartlam

Eco kids clothes bags - Gemma raised the point as to whether it was worth

looking at doing the eco kids clothes bags again. However, due to the reduction in the price per kg and the amount that they now reject from the donations, we need to make sure this is still viable for FOBS to do, given the amount of time it would take up. Julie to provide Darren with previous years monetary benefits before deciding if we should infact donate any unwanted textiles to the church instead, as they already do 4 collections a year.

Action - Julie Nixon/Darren Williams

Easy fundraising - Claire raised that the administrator for the easy fundraising account needed updating from the previous contact of Ann Nestfield. Kate offered to do this to the web@fobs email address. Claire to forward on all of the details to Kate.

Action - Claire Turner/Kate Hayes

One drive - Claire to send Becky details of what is saved on the central one drive and the login details.

Action - Claire Turner

Facebook admin - It was discussed that the admin for FOBS for each year's Facebook page should probably be changed to committee members for ease of communication and action. It was decided that there would be one for each year group as follows -

Year R - Jackie Rawes

Year 1 - Kelly Howes

Year 2 - Jackie Rawes

Year 3 - Becky Tipper

Year 4 - Lisa Fry

Year 5 - Becky Tipper

Year 6 - Claire Thomas

Admin for the FOBS page would be Becky Tipper and Kate Hayes.

Thank you's - Darren finished the meeting by passing on his thanks and appreciation to Helen Maberley who, after 6 years, has decided to step down from the FOBS committee.

EVENT DATES

24th November 2016 - Harrods Christmas shopping trip

3rd December 2016 - Christmas bazaar

9th December 2016 - Christmas lunch

10th January 2017 - FOBS meeting

20th January 2017 - Infant disco

27th January 2017 - Junior disco

4th February 2017 - Quiz night

8th February 2017 - FOBS meeting

9th March 2017 - FOBS meeting
25th March 2017 - Family event
20th April 2017 - FOBS meeting
16th May 2017 - FOBS meeting
21st May 2017 - Binfield 10k
9th June 2017 - Junior disco
14th June 2017 - FOBS meeting
16th June 2017 - Infant disco
1st July 2017 - Summer fete
12th July 2017 - FOBS AGM

DATE OF NEXT MEETING

The next meeting will be held on Tuesday 10th January at 8pm in the FOBS hall.
All are very welcome.