



**FRIENDS OF BINFIELD SCHOOL**  
**REGISTERED CHARITY NUMBER 1079512**  
**MINUTES OF FOBS MEETING - TUESDAY 19TH JUNE 2018**

**PRESENT**

Darren Williams  
Purveen Hira  
Kelly Howes  
Kate Hayes

Jackie Rawes  
Rachel Norris  
Polly Phillips  
Claire Thomas

Julie Nixon  
Claire Turner  
Sarah Naxton

**APOLOGIES**

Jo Maher  
Alex Bartlam  
Emma Pike

Hayley Hammond  
Kirsty Sizeland

Jenny Spender  
Clare Radford

**MINUTES OF THE LAST COMMITTEE MEETING**

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

**PRESIDENT'S REPORT**

There was no representation from the School on this occasion as Mrs Urry was unable to attend.

She passed on a note to FOBS however to let us know that the staff are in the process of signing up for their volunteer slots for the Summer fete.

The preparations for Dragons Den are going well and the staff would like to pass on their thanks to the four Dragons who came in last week and gave up their time to listen to the children's presentations. The children are all very excited about their projects!

Feedback from parents to staff about the recent Infant disco was very positive.

Year 6 would like to thank Mrs Murphy, who lent them some inflatable palm trees and some grass skirts for their recent show.

Darren wanted to report that Mr G is having issues paying for the basketball net that is broken, so Julie is going to pay for it. Storage units have now been brought.

Mr G has asked FOBS about replacing the bark for the old adventure playground and about re-painting it again. He is going to come back with 2 quotes so we can discuss this at the next meeting. It was suggested that the painting should be put out to the whole Parent body/Teachers. Darren to ask for the School to get a safety check done on the equipment also.

## **CHAIRMAN'S REPORT**

**New committee members** - Darren has again reiterated to the committee that he will be stepping down as Chair at the AGM and that Julie will also be stepping down as Treasurer, he 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.

**Constitution** - Darren and Jenny have now rewritten the constitution. Huge thanks to Sarah Naxton, Katie Dover, Jenny Spender & Darren for their work on this. 21 days notice has now been given for this to be discussed at an Extraordinary General Meeting, which will form part of the AGM.

## **CORRESPONDENCE**

**Uniforms** - We have been unable to find anywhere that will take any of our old logo uniform, so any of the items we still have will be sent for rags. Second hand uniform sales will commence with plain/new logo stuff next year, dates will be organised by Jo Maher.

**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** - We still need more volunteers, another FB post will go out this week, but can everyone please start having conversations with their own year groups to encourage others to sign up.

**Binfield 10k** - A profit of approx £11k was achieved at this year's 10K, so a huge well done to all involved. FOBS will receive 50% of this profit with the remainder being shared out amongst the local groups that helped on the day. Well done on another brilliant event! Darren raised that he felt if we were to continue to benefit from 50% of this event in future years that he would like to see more FOBS members volunteering on the day in order for us to 'earn' our donation, although it was noted that the School/FOBS also contributes by providing toilets, furniture, banking etc.

**Infant/Junior Disco** - Infant disco went well and we reviewed the learnings from the event. Junior disco is struggling for volunteers, Jackie to send a FB message out to push volunteers to say that if they want their child to come then they will need to volunteer as numbers are low.

## TREASURER'S REPORT

### *Treasurer's Report*

#### FOBS Meeting

19th June

Bank balance at	31-May	12,900	Main PayPal
Petty cash on hand	31-May	<u>2,502</u>	
	<b>Available funds</b>	<b><u>£15,403</u></b>	

		Allowed	Spent
Commitments	Xmas Week		£822
	Teachers Floats	£490	£1,010
	Bank charges	£30	£150
	Sports Week Summer Term	£950	
	Enrichment Week Spring Term	£157	£1,343
	Enrichment Week Autumn Term		£650
	Contribution to Year 6 leavers	£300	
	Hall microphones	£3,000	
	<b>Committed to Date</b>	<b><u>£4,927</u></b>	

Available £10,475

### *Events since last meeting*

Binfield 10k (net contribution) £5,500

**£5,500**

#### **Infant Disco**

Ticket Sales £471

Costs -£53

**£418**

## **ANY OTHER BUSINESS**

**Donation** - FOBS passed on their thanks to Sandie Harvey's neighbor for donating £10 to FOBS for Sandie completing the 10k. Thank you and a huge well done to Sandie!

**Advertising** - Kate has been asked for help with selling the advertising space on the PTA website, this will eliminate any potential future cost to FOBS if the advertising is not increased. Kate to send Polly info on advertising so that she can see if any of her contacts would be interested.

**Microphones** - Jackie's colleague has been in and done a full review of the current sound system. He has proposed the improvements that need to be made. Darren raised that more than the £3k that we have put aside will be needed for the recommended kit. The committee voted unanimously that this was incredibly important and that it should be actioned as soon as possible. Jackie to find out if he is able to manage the project for us.

**Goals** - The committee asked about other goals that we are working towards with our fundraising efforts. Darren to speak to Suzie.

**Supertonic**s - Darren to push back to the School with this event as we unfortunately do not have anyone to run a band night.

**Sports day** - It was raised that we will need volunteers to help with serving the teas and coffees at Sports day - Juniors 11/07 (Julie/Sarah/Claire Thomas/Jackie/Kate) and Infants 12/07 (Purveen/Jackie/Sarah/Julie/Claire Turner)

**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) Claire to send an email to the team to ask for volunteers.

**First aid** - A new first aid kit has been brought for all future events, old one to be thrown away.

**Job descriptions** - Both the Chair and Treasurer role now have job descriptions online.

**Key holder** - Jackie is now the new FOBS key holder for the School.

**Leavers service** - Darren to present pens to Year 6 at their leavers assembly.

**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

## **EVENT DATES**

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 is the AGM and will be held on Wednesday 11th July at 7.30pm in the main hall. All are very welcome.