

Bushy Hill Friends Association of Bushy (FAB) Committee Meeting – 19th January 2017



Time: 7.30pm

Reg. Charity No 1004186

Place: Horse and Groom

Present:

Alexandra Mazur, Chair
Jane Gigg, Chair
Madhu Jacob, Vice Chair

Louisa Dormer, Head
Fiona Millard
Jeannette Middleton
Su Freeman

Julie Strosco, Treasurer
Katie Christie, Secretary

Apologies:

Mrs Friend-Smith
Helen Dorkings
Hailey Gorse
Kathy Roberts
Sarah Nixon

ITEM	DESCRIPTION (Actions highlighted in red)
1.	Welcome AM welcomed everyone to the meeting. See above for attendees. The minutes for 20 th October 2016 extraordinary meeting were approved.
2.	Updates on actions from last meeting No actions requiring update
3.	FAB Secretary position update Dawn Westlake has stepped down as secretary of FAB. Katie Christie has volunteered to be secretary. Nominated by Alexandra Mazur and seconded by Julie Strosco.
4.	Update from Yr 6 Leavers Committee 17 parents helping. Spectrum pool party and Wimpy booked 15/7/17. Plan for Hoodies and Year book on track. Mrs Friend-Smith will take photos and then costs can be worked out. FAB subsidy £200. Parent coordinators Wendy Taylor and Elene Haralambous. No FAB action required.
5.	Review of finances and profit from Autumn Term Events Balance at beginning of Autumn Term £22,877.65 in accounts Expenditure during term £9,298.03 leaving remaining balance £13,579.62 Review of main autumn events monies Fireworks, Profit £2,433.99 Disco – Profit £389.58 Christmas Cards- profit £609 but company have yet to invoice for their costs. Action Julie Presents for parents – Profit £1050.31 Carol Service – Profit £29.10 Pantomime Refreshments -Profit £123.71 Hamper Raffle - Profit £528.50 Woking Pantomime trip – Cost £1948.29 It should be noted that Fiona Millard reckons that we made £200 more profit this year on fireworks than last year but this needs to be verified by Jane Thackstone as the figures that come from the end of year expenses verses the termly figures show otherwise.

6.	<p>Review of Autumn Term Events Thank you to everyone involved in all of the autumn events.</p> <p>Presents for parents: It was a great success. Presents for next year discussed. Action: Julie Stroschio will liaise with Gaby re plans for helping next year. Discussed updating the Bookers shopping cards used to buy the presents.</p> <p>Carol Service: The timing of the refreshments was discussed as more could have been sold if refreshments were available before the service began and the Methodist Church leaders suggested that this could be possible in future. Also that collecting children immediately after the finish of the services meant that fewer parents stayed for refreshments afterwards.</p> <p>Pantomime Refreshments: It was discussed that the refreshments sold better on the second evening as they were much better advertised and signposted so new parents and those not been before knew they were available. This would be something to consider in the future</p> <p>Hamper Tickets: It was discussed that we missed an opportunity to sell raffle tickets on the first performance. When sending out tickets in book bags we should in future keep back some tickets so sell that night.</p> <p>Woking Panto Trip: This was a great success and the children loved it. It was discussed how often this should happen, possibly every 2 years. There were some concerns regarding the issues with children not having time to eat their packed lunches.</p> <p>Christmas Cards: There were issues with the Christmas card company this year. It was decided to look at alternatives for next year. To liaise with Merrow Infants organisers re their company</p> <p>Fireworks: Fiona gave the committee some feedback from the organiser's perspective this year. The committee wants to extend its thanks to all of the volunteers who worked so hard and the families that came along to support FAB. There were fewer people over all. The price difference between advance sales and on the door sales was less than in previous years and this resulted in fewer advance sales. It was suggested that the advance price should be reduced for next year to encourage the sale of more advanced tickets. This was agreed by the committee. We missed out on corporate sponsorship (estate agents) this year. The possibility of approaching Pewleys Estate Agents when it opens in Merrow was discussed. It was also suggested to approach estate agents to sponsor a number of events over the year as a whole rather than one event at a time (The summer Fair and Fireworks), or sponsor sports kit or the minibus.</p> <p>Actions: Julie Stroschio and Madhu Jacob will speak to Pewleys when it opens</p>
7.	<p>School Funding Priorities</p> <p>PE Storage: The committee asked what is required for the school Action: Louisa Dormer to liaise with teaching staff re their requirements</p> <p>Minibus: The school/ community minibus is nearing the end of its life and the options of funding a replacement were discussed. Various funding grant options were suggested and the processes. We looked at the money the PTA may be able to put towards it. Action: Su Freeman to put together applications for a grant. To consider applications to Allianz and Johnsons.</p> <p>Laptops: £9,000 set aside for 30 new laptops. We may be able to apply for a grant to help with the cost Action: Su Freeman to research grants</p> <p>Playbark: £900 for playground. Action: Su Freeman to investigate grant opportunities from Cllr Ellwood</p> <p>Sunsails: The problem of minimal shade in the playground was discussed. It was suggested that sunsails over a part of the field may help children to spend more time outside in the summer. Funding may be partially associated with a grant as above possibly from a council fund. Action: Louisa Dormer to discuss with Mr Winter and Su Freeman to approach Cllr Ellwood re grants available.</p> <p>General Note: FAB are keen to explore potential grant funding particular to meet the needs identified by the pupils, staff and parents. Current priorities include minibus, sunshade sails and IT equipment.</p>

8.	<p>Focus on Spring/Summer Term Events</p> <p>Spring Term Valentine Cake and uniform Sale: February 10th 2017 2:45-3:45 It was decided to have an honesty box for the uniform and set prices for cakes. Action: Madhu Jacob to put out request for a coordinator and to look at the uniform in the shed. Julie Stroschio to arrange float. Barndance: It was decided that this would not go ahead this year.</p> <p>Disco: March 23rd 2017 Helen Dorkings has offered to co-ordinate again this year. Music Evening: 9th March 2017 The PTA have been asked to provide refreshment for parents. ?6:30 arrive for 7:00 start. Action: Alexandra to arrange bar licence Fun- Run: Saturday 18th March 2017. Muffti day 10th March and pay to enter. The possibility of sponsorship was discussed. PTA would arrange refreshments/Cake sale and chocolate tombola as in the past. Fantastic Friday: (? 17th March 2017)</p> <p>Summer Term Quiz Night: 21st April 2017 Film Night: Date TBC This had mixed reviews last year. Alternative ways of organising discussed. The possibility of a film such as 'The Incredibles' was suggested and also the possibility of fancy dress. Summer Fair: June 23rd 2017 evening Ice Lollies: Fridays in July 7th, 14th Lollies to be kept in Julie's freezer Summer Disco Date TBC</p>
9.	<p>FAB Facebook Page Concerns were raised regarding the page. It was currently very selective as to those who are members of the group and many parents are unaware that it is there. There were also concerns that feedback and complaints were being posted there rather than discussed with the school or members of the committee. The committee were worried that it leaves those organising events open to criticism in such a public fashion. Action: Jane Gigg to discuss with the original founder of the page.</p>
10.	<p>Information for the green volunteer sheets: The green sheets will go out soon. Action: Madhu Jacob</p>
11.	<p>AOB Letterhead: There are a number of versions of the FAB letterhead and title. It was decided to go back to the title as stated on the charity commission paperwork and constitution. Action: Julie Stroschio to confirm and distribute</p> <p>New Bookers Cards: These cards used to purchase supplies for events need to be renewed. The Plan is to apply for 3 cards. Action: Julie Stroschio to apply and close down previous accounts.</p> <p>BACS transfers: The option of adding the possibility of paying invoices by BACS was suggested. This was agreed as long as there was the security of having 2 signatories on each transfer.</p> <p>Easyfundraising Account: Action: Jane Gigg will set up an easyfundraising account to increase fundraising potential</p> <p>Next Meeting: Thurs 2nd March 3:15pm At School Due to the low turnout tonight the option of a meeting at a different time was discussed.</p>

Katie Christie (ktchristie@gmail.com)