



**FRIENDS OF BINFIELD SCHOOL**  
**REGISTERED CHARITY NUMBER 1079512**  
**MINUTES OF FOBS MEETING - WEDNESDAY 11TH OCTOBER 2017**

**PRESENT**

Martin Alway	Julie Nixon	Kelly Howes
Purveen Hira	Polly Phillips	Kate Hayes
Rachel Norris	Jenny Spender	Faye Reynolds
Hannah Elvin	Hayley Hammond	Jackie Rawes
Darren Williams	Becky Tipper	Claire Turner
Clare Radford	Alex Bartlam	

**APOLOGIES**

Jo Maher	Claire Thomas	Sarah Naxton
Emma Pike	Andy Moorcroft	Neil Fenn
Kirsty Sizeland		

**MINUTES OF THE LAST COMMITTEE MEETING**

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

**PRESIDENT'S REPORT**

Faye Reynolds & Hannah Elvin once again passed on a big thank you to FOBS from Suzie and all of the teaching staff for all of their continued hard work.

Faye reported how much the KS1 children are enjoying making use of the BOLE and how much they are benefitting from the time spent in there. She is working with Kate Mackrell to put more things into place to enable the KS2 children to make better use of the space as well.

Before Lynne Moore left, she managed to secure a grant of £600 to be spent in the BOLE. The next BOLE clear up is scheduled for Friday 13th October, where the team will be focusing on filling in the ponds.

Faye informed us of a new Bracknell Forest Council 'Code of Conduct' scheme which the school/teachers have signed in to. This will mean that alcohol will not be able to be served to the staff at the FOBS Christmas lunch.

Next week is this term's Enrichment week, 'Safety in the real and virtual world', and the school has managed to secure a presenter with this term's donation from FOBS. They will be holding workshop sessions throughout the week for the Teachers/Children, as well as hosting a Safety Online Awareness Session for parents on the evening of Monday 16th October. Suzie asked that FOBS helped to communicate this message out to the parents.

Darren asked that Faye and Hannah report back from our query last month regarding the refund for the sports equipment that the school had received, as well as a plan of how the £600 grant will be spent in the BOLE.

Faye confirmed that Year 4 would not be involved in Dragons Den for the Christmas Bazaar, which was a query from last month's meeting.

## **CHAIRMAN'S REPORT**

**Thank you cards** - Darren passed around Thank you cards that he had received from both the Church and the Governors.

**Music Festival** - Darren passed on a huge thank you to everyone involved in the music festival. The team really struggled with volunteers for set up on the Saturday morning and Darren questioned whether we were running too many events, or if the date was too early in the school calendar year? Despite low volunteer numbers though, this was another very successful FOBS event, raising a grand total of £2300. Darren asked that the message was sent out to the school community that if you're coming to a FOBS event in the future, if everyone could consider volunteering just one hour of their time on either set up, during the event or clear down after the event.

Darren asked if Claire could provide a thank you note for David Cliff and Studio Rouge for their generous sponsorships.

**Microphones** - Microphone costs are still under review. An update on progress has been requested by FOBS with a sense of urgency now, as the sound quality in the children's assemblies seems to be getting worse. Darren to speak with Suzie.

**IT equipment** - The school have provided Darren with a proposal for the new Technology Project 2017-2020. The proposal comprises of 3 phases: Phase 1, to provide 1 Nexus tablet between 2 KS2 children; Phase 2, to provide 1 Nexus tablet between 2 KS1 children; and Phase 3, includes a wish list of support equipment, 3D printers, CAD CAMS etc. The school has asked if FOBS would be prepared to provide funds for three years. The committee agreed that this was a worthwhile project and that we would be able to commit to £7,000 per year over the next three years. FOBS hold existing funds in excess of £21,000, so we feel we are able to 'ring-fence' the funds without burdening the future FOBS members.

**Constitution** - Sarah Naxton and Katie Dover have been working on our current constitution to make changes to allow us to work with sub-committees and third party committees. It is currently back with Darren for review pending the outcome of the Binfield 10k discussions. (ONGOING)

**Binfield 10K** - Following on from Darren's note regarding this at the AGM, we discussed that we needed to formalise our position.

Darren raised his concerns that lead members of the 10k committee would prefer that FOBS did not have a lead role in the 10k and proposed that we offer two solutions:

- A. That the lead members of the 10k accept that FOBS is a significant part of the 10k event and ensure future communications and decisions involve the FOBS committee throughout; allowing for a change in our constitution to account for the 50% of funds to be offered outside of FOBS. The 10k would not need its own constitution, etc.
- B. Offer the lead members of the 10k the opportunity to take the 10k, but to agree to support FOBS to the tune of XX% ongoing, with the option to return the event to FOBS should the lead members wish to stop running the event. This would require the new team to take out their own insurances, write their own constitution, set up as their own charity and open and run their own bank and Paypal accounts. In other words, full ownership of the event with no significant help from FOBS. The school would possibly be willing to hire out some facilities to the 10k event for a fee. This could include school furniture and gazebos, etc.

After much discussion, it was decided that a sub-committee (Darren, Jenny, Martin, Purveen and Alex) would meet to try and put together a constitution to which the 10k committee would have to adhere to. This will then be presented to the 10k committee as a definitive conclusion to the matter.

Sub-committee meeting to take place on the 17th October.



## **CORRESPONDENCE**

**FOBS Website** - Kate has met with Suzie and agreed on an open site, which is now live and will make it much easier for any outside people wishing to purchase tickets for the Harrods trip.

**Action** - Kate Hayes

**Onedrive/Domain** - Kate has also been liaising with Nick Boulter and Shaun Woodward regarding the OneDrive and domain name transfer. This is all currently underway and should be completed by the end of the year.

**Action** - Kate Hayes

## **SUB-COMMITTEE DETAILS**

**Christmas Bazaar** - We are unable to get a living nativity again this year, however Jackie is looking into prices of 'bucking reindeer' and snow globes.

It was discussed whether we should serve popcorn at the Bazaar, due to the amount of mess it left us with last year and it was decided that we would keep the machine for outside events.

FOBS will be decorating the tree again on Friday 1st Dec in readiness for the Bazaar.

The question was raised whether we should extend the grotto to two rooms this year and Martin was going to see if he was able to get hold of the Taxi photobooth again in order to put the Christmas fairy in there instead.

Jackie is going to supply Hayley with a letter to send out with the raffle tickets early November, detailing exactly what donations are needed and when.

**Action** - Jackie Rawes/Sarah Naxton

**30th Anniversary celebration/Fireworks celebration** - Alex and Polly have managed to secure Easthampstead Park on Friday 16th March to hold the 30th Anniversary Celebration Evening. Welcome drinks/canapes and finger food to be included in the ticket price of around £35 per person. More details TBC.

**Action** - Alex Bartlam/Polly Phillips/Purveen Hira

**Recipe book** - Research has begun into different publishers/photographers etc., that could be used for this project. First sub-committee meeting to be held on 12th October.

**Action** - Claire Turner/Rachel Norris/Hayley Hammond/Jo Foster

**30th Anniversary lunch** - The Bishop of Reading will be visiting the school on Thursday 15th March, the day of its 30th anniversary, for a special assembly. Suzie has asked if FOBS could help to organise a special 'street party' type lunch for the children on that day. Sarah Naxton/Jo Maher were going to try and get hold of the original school song.

**Action** - Claire Turner/Clare Radford

## **ANY OTHER BUSINESS**

**Donations**- It was raised whether we were able to have a donations tab on the PTA website, where people were able to make one-off donations to whatever their chosen value. Kate to look in to.

**Action** - Kate Hayes

**Dragons Den trophy** - It was discussed at last month's meeting that a trophy should be made for the winners of Dragons Den each year, and that it could be passed between the winning classes. It was agreed that we would spend up to £30 on this. Becky to look into.

**Action** - Becky Tipper

**Paypal** - Jenny raised that a conference call needed to be set up with Paypal with herself/Julie/Darren in order to change the level of data available and the details on the account. It was also discussed though about the option of transferring over to Stripe potentially for the new academic year and what benefits that this would bring. (ONGOING)

**Action** - Jenny Spender/Julie Nixon/Darren Williams

**Calendars** - A £50 budget for materials towards the calendars has been requested to cover the upfront costs of props, etc. There will be no other costs, as Garry Glover has very kindly managed to get John Lewis to print them for us again this year. After taking on feedback, this year's format will be a 4/5 column family style layout. The children, teachers and support

staff will be photographed on Friday 3rd November. School are all on board with the theme and requirements for the children before the photo shoots.

There will be a Parentmail sent out to let parents know this will be taking place and for anyone who does not want their child to be included to let the office know by Wednesday 1st November.

**Action** - Gary Glover/Anna Wozzley/Sarah Naxton

**Harrods trip** - Takes place 23rd November, Coach is booked, 8 tickets have been sold already, advert to go into the Beacon at the beginning of November.

**Action** - Kate Hayes/Claire Thomas

**FOBS Hall/Shed** - Becky raised that the rafters in the FOBS hall/FOBS shed need clearing & sorting so that we know exactly what is there! 2 dates were suggested of either the 4th or 11th November. Becky to confirm volunteer numbers and communicate a date out.

**Action** - Becky Tipper

**Tombola wheel** - A new (bigger) Tombola wheel needs to be purchased prior to the Christmas bazaar, Julie will wait until the tidy up has been done to see if we find the old one first.

**Action**- Julie Nixon

**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 has provided Darren with some research from a similar event and Martin volunteered to take this over to see if we can get any closer to making this a viable event. Julie mentioned that her neighbour has recently held a similar event at Meadowvale and that she would enquire as to how they did it. (ONGOING)

**Action** - Martin Alway/Darren Williams

#### **EVENT DATES**

16th November 2017 - FOBS meeting  
23rd November 2017 - Harrods trip  
2nd December 2017 - Christmas bazaar  
8th December 2017 - Christmas lunches  
11th January 2018 - FOBS meeting  
19th January 2018 - Infant disco  
26th January 2018 - Junior disco  
3rd February 2018 - Quiz night  
7th February 2018 - FOBS meeting  
6th March 2018 - FOBS meeting  
15th March 2018 - Bishop of Reading visit / School lunch  
16th March 2018 - 30th anniversary celebration  
19th April 2018 - FOBS meeting  
17th May 2018 - FOBS meeting  
20th May 2018 - Binfield 10k  
15th June 2018 - Infant disco  
19th June 2018 - FOBS meeting  
22nd June 2018 - Junior disco  
30th June 2018 - Summer fete  
11th July 2018 - AGM

#### **DATE OF NEXT MEETING**

The next meeting will be held on Thursday 16th November at 7.30pm in the main hall. All are very welcome.