



FRIENDS OF BINFIELD SCHOOL
REGISTERED CHARITY NUMBER 1079512
MINUTES OF FOBS MEETING - TUESDAY 12TH SEPTEMBER 2017

PRESENT

Hayley Hammond
Katy Hughes
Kate Hayes
Purveen Hira
Jenny Spender

Becky Tipper
Sophie Corah
Sarah Naxton
Claire Thomas
Jackie Rawes

Julie Nixon
Rachel Norris
Joanne Maher
Martin Alway
Claire Turner

APOLOGIES

Kirsty Sizeland
Emma Pike
Darren Williams

Clare Radford
Polly Phillips
Karen Williams

Kelly Howes
Alex Bartlam

MINUTES OF THE LAST COMMITTEE MEETING

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

PRESIDENT'S REPORT

Katy Hughes & Sophie Corah once again passed on a big thank you to FOBS from Suzie and all of the teaching staff for their continued hard work.

TREASURER'S REPORT

Friends of Binfield School committee recognise that Santander Bank account reference number 09-07-20 03240940 is currently still operated using old signatories who have not been members of the committee for a number of years. These individuals would be difficult to trace, so the committee have agreed that the signatories on the above named bank account should be amended from Tina Higgins and Dawn Oakes-Dean to Julie Nixon and Claire Thomas.

Treasurer's Report

FOBS Meeting

12th September

Bank balance at	06-Jul	23,806	Main
			10k run
Petty cash on hand	06-Jul	<u>543</u>	
		<u><u>£24,349</u></u>	

Available funds

		Allowed	Spent
Commitments	Xmas Week	£900	£30 per class plus xmas lunch costs
	Teachers Floats	£1,500	£100 per class
	Bank charges	£360	
	Sports Week Summer Term	£950	
	Enrichment Week Spring Term	£950	spent to date - £368
	Enrichment Week Autumn Term (LifeBus)	£950	
	Contribution to Year 6 leavers	£300	
	<u><u>£5,910</u></u>		
		£18,439	

Events since last meeting

CHAIRMAN'S REPORT

Microphones - Microphone costs are still under review. An update on progress has been requested by FOBS ready for the next meeting (ONGOING).

IT equipment - This is still an ongoing project as the school have now changed their IT provider, moving away from the local authority. A lot of work has been done behind the scenes to improve and prepare the school's infrastructure. They have also been doing a lot of research into leasing options as well as having a number of devices tested out in the Year 6 classrooms. An update on progress has been requested by FOBS ready for the next meeting (ONGOING).

Sports equipment - The School have received a donation for extra sports equipment which FOBS have asked what the plan for this is. As more was spent on the sports equipment than originally budgeted, were the School planning on giving some of this back to FOBS in order to allocate it elsewhere or will they be buying more stuff? Katy will pass this query back & ask for an update.

BOLE - Katy Hughes & Faye Reynolds have been looking into a scheme with Bracknell Forest Council whereby you are able to apply for a grant for further enhancements to outside learning spaces. The grant would be between £400-£600 & they will hopefully have more information on this at the next meeting. The next clear up has been set for Friday 13th October.

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 3rd party committees. It is currently back with Darren for review (ONGOING).

Binfield 10K - Following on from Darren's note regarding this at the AGM, we need to formalise our position with a sub-committee meeting (DATE TBC).

CORRESPONDENCE

2nd hand uniform sale - The next 2nd hand uniform sale has been proposed for the 17th October. Rachel to clarify with Suzie the date in which she would like us to stop accepting/selling on 'old' logo uniform.

Action - Rachel Norris

FOBS Website - Darren raised whether we should make the website an open site rather than closed as it is now, following on from feedback from the P&P evening where guests had to create an account in order to purchase tickets. Kate/Claire to meet & discuss this with Suzie and feedback her thoughts at the next meeting.

Action - Kate Hayes/Claire Thomas

Onedrive - Nick Boulter has very kindly offered to assist us with the Onedrive consolidation, Kate to liaise with him.

Action - Kate Hayes

Domain name - Shaun Woodward has very kindly renewed the domain name for a further year, Claire to liaise with him to get an understanding for future years.

Action - Claire Thomas

Staging - It was brought to FOBS attention that Mr G was not sure on how to set the new

staging up. As Bill liaised with the supplier originally, it was suggested that Mr G would need to do the same.

Action - Mr G

SUB-COMMITTEE DETAILS

Family festival - All arrangements are going well for the Family Festival on the 30th September. 4 bands are lined up as well as a number of outside caterers who will be offering a variety of different foods. Jenny reported back that there have been a few complaints about the impending noise levels for the surrounding neighbours, so this will be monitored closely on the night.

Volunteer levels are still looking low (bar, sweet stall, glowies, glitter/face painting stall), so everyone was asked to spread the word that if everyone attending could spare just 1 hour of their time the event would be a huge success. 217 tickets currently sold.

Action - Kelly Howes/Jenny Spender/Becky Tipper

Christmas Bazaar - Jackie Rawes & Sarah Naxton will be running the Christmas Bazaar this year. Becky has spent so many hours organising & running both the Christmas Bazaar & Summer Fete in previous years, it is time for someone else to take them on! Becky will support Jackie & Sarah wherever needed this year & the committee thanked Becky for all her much appreciated hard work. First sub-committee meeting to be held on 2nd October.

Action - Jackie Rawes/Sarah Naxton

Dinner dance/Fireworks fundraiser - Alex to look at possible venues for 24th March 2018 as we will need to get a booking made soon if this event is going to go ahead. A survey was sent out to parents back in the summer, asking for their opinions on the event and prices etc. These results will be reviewed at the next meeting (ONGOING).

Action - Alex Bartlam/Polly Phillips/Purveen Hira

ANY OTHER BUSINESS

Dragons Den - It was raised whether Year 4 was to be included in the Dragons den competition at Christmas, Katy to ask Suzie. It was also discussed whether a trophy should be made for the winners & each time it is passed from class to class & the winning class are able to hold on to it until the next competition.

Action - Becky Tipper

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

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 - It was suggested that calendars should be done again this year at Christmas and that we could have pictures of the children in the month of their birthdays this time and for them to be done on a family calendar layout (ONGOING).

Action - Gary Glover/Anna Wozzley/Sarah Naxton

Harrods trip - Takes place 23rd November, tickets go on sale 1st October, Parentmail to be sent out.

Action - Kate Hayes/Claire Thomas

FOBS Hall - Becky raised that the rafters in the FOBS hall need clearing & sorting so that we know exactly what is up there! This needs to happen preferably before the Bazaar.

Action - Becky Tipper

Tombola wheel - A new (bigger) Tombola wheel needs to be purchased prior to the Christmas bazaar.

Action- Julie Nixon

Christmas shopping - Julie to do the Christmas 'shopping'.

Action- Julie Nixon

Event dates - The date for the Summer fete originally set clashed with Ranelagh, so the date has been moved to 30th June. Date set for Christmas lunches of 8th December. Claire to communicate these to Debbie.

Action - Claire Turner

Silent auction - Julie attended an event where they held a silent auction & raised a lot of money, so maybe worth thinking about incorporating this into our Christmas bazaar. They also had a 'bottle stall' instead of an adult tombola which was a big hit.

Action - Julie Nixon/Polly Phillips

Easy fundraising - Kate fed back to the committee that we had raised £500 to date on easy fundraising which is a very easy way of making extra money for the school. Kate to send a Parentmail out to remind everyone that we use this.

Action - Kate Hayes

Camping - Suzie has provided Darren with a list of all the challenges that are faced when organising an event of this nature on School grounds. These will be looked at and discussed at the next meeting. Rachel has also provided Darren with some further info that she has on events of this nature (ONGOING).

Action - Darren Williams

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

30th September 2017 - Family festival
11th October 2017 - FOBS meeting
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
24th March 2018 - Dinner dance
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 Wednesday 11th October at 7.30pm in the main hall. All are very welcome.