

**FRIENDS OF BINFIELD SCHOOL**  
**REGISTERED CHARITY NUMBER 1079512**  
**MINUTES OF FOBS MEETING HELD BY WEBEX - WEDNESDAY 10<sup>th</sup> NOVEMBER 2021**

**1. PRESENT**

|                |               |                 |
|----------------|---------------|-----------------|
| Hayley Hammond | Claire Turner | Joanne Maher    |
| Kate Hayes     | Debs Conneely | Lorraine Parker |
| Nick Foster    | Gemma Jones   | Briarley Jenvey |
| Purveen Hira   | Sophie George | Rebecca Bailey  |

**2. APOLOGIES**

|                |                |
|----------------|----------------|
| Tania Chizlett | Natasha Levens |
|----------------|----------------|

**3. APPROVAL OF MINUTES FROM LAST MEETING (OCTOBER 2021)**

October 2021 minutes were approved as a true record by Kate & Nick.

**4. TREASURERS REPORT**

|                        |            |                   |
|------------------------|------------|-------------------|
| Bank balance           | 09/11/2021 | £12,960.11        |
| Stripe account         |            | £0.00             |
| Petty cash             |            | £37.00            |
| <b>Available funds</b> |            | <b>£12,997.11</b> |

|                  |                                | Agreed spend     | Spent to date    | Left to spend |
|------------------|--------------------------------|------------------|------------------|---------------|
| Commitments      | Teachers Floats                | £1,600.00        | £87.97           | £1,512.03     |
|                  | Xmas Week                      | £950.00          |                  | £950.00       |
|                  | Enrichment Week Autumn Term    | £950.00          |                  | £950.00       |
|                  | Enrichment Week Spring Term    | £950.00          |                  | £950.00       |
|                  | Sports Week                    | £950.00          |                  | £950.00       |
|                  | Contribution to Year 6 leavers | £300.00          |                  | £300.00       |
|                  | <b>Committed to Date</b>       |                  | <b>£5,700.00</b> | <b>£87.97</b> |
| <b>Available</b> |                                | <b>£7,385.08</b> |                  |               |

| <b>Income since last meeting</b>             |  |                |
|--|--|----------------|
| Easy fundraising                             |  | £123.32        |
| 2nd hand uniform sales                       |  | £169.00        |
| Summer text raffle (2nd payment)             |  | £279.71        |
| David Cliff (1st prize for Christmas raffle) |  | £250.00        |
| Virtual Balloon race?                        |  |                |
| <b>Total</b>                                 |  | <b>£822.03</b> |

| <b>Expenses since last meeting</b> |   |                |
|------------------------------------|---|----------------|
| Shed repairs                       |   | £60.65         |
| Christmas expenses so far          | Envelopes, Paper, Bells, Buckets, Gifts,<br>Labels, Beads | £402.33        |
| <b>Total</b>                       |   | <b>£462.98</b> |

Claire asked class teachers send over links for class Christmas presents asap as in 2020, presents will then be delivered direct to school for wrapping by teachers.

As Autumn enrichment week did not go ahead, the allocated funds will be returned to general fund. Claire suggested we consider purchasing a SumUp electronic payment machine to improve our payment options as the iZettle machine is quite slow and we pay 1.69% per transaction. A single SumUp machine will cost £19.99 initial payment and 1.75% per transaction although the fee may be negotiable. The committee voted unanimously to go ahead, Jo will share info on fee negotiation with Claire.

## **5. PRESIDENT'S REPORT**

Miss George confirmed that year 5 and 6 are currently taking part in the skipping club. It was also confirmed that school would like to buy skipping ropes for all classes throughout school including reception as this is a great activity for gross motor skills. School would like to use [www.dantheskippingman.com](http://www.dantheskippingman.com) as they believe the skipping rope quality is superior to any other suppliers however Jo will pass on to Miss Hughes details of an alternative supplier who appears to sell the same ropes for lower cost. Miss George will check if training costs from Dan the Skipping Man are included in the schools' quote.

Thanks were passed on to FOBS for rearranging the Christmas fund raising events to keep everyone safe.

The committee queried a recent request on social media for new books for years 5 & 6 as £1000 was allocated in January 2021 and we were not aware school needed additional books. Miss George to check with school what is required regarding new books currently and going forward.

Claire suggested that we include a termly book budget in our annual commitments and the committee unanimously to include a £500/term book budget with additional top up if needed.

The committee also unanimously voted to pay for skipping ropes for whole school however the cost should be reasonable. Kate suggested buying 1 pack from Jo's supplier, 1 pack from Dan the Man and 1 pack from Lorraine's previous school supplier [www.skip-shop.so.uk](http://www.skip-shop.so.uk) (60 ropes in total). We can then review the effectiveness / quality with school in January. Lorraine asked if the ropes include counters as "skip to be fit" include counters, Jo confirmed all ropes are non counter type.

## **6. ACTIONS ARISING FROM MINUTES OF LAST MEETING (October 2021)**

**6.1 Balloon Race** – Thanks to Nick for setting up the virtual balloon race as £90 was raised without much input apart from advertising. Nick would like to advertise future events more using real balloons and we will consider running again in May 2021 although hopefully we may be able to focus more on face to face events by then.

**6.2 CO-OP membership** – Unfortunately we were unsuccessful this year but can try again in 2022.

**6.3 BFBC recycling scheme** – We have been awarded £346 so thanks to everyone who donated their recycling points. We can reapply in 12 months.

**6.4 Ascot Racecourse** – Currently waiting to hear how much we earned from Halloween raceday. Kate to advertise Christmas race day.

**6.5 Morrisons gardening equipment** – school have put up a banner to advertise

**6.6 Half term BOLE tidy up** – Thank you to everyone who helped out with general tidying and wood chip distribution. Mr Sutton and Mrs Cox have contacted Purveen with suggestions for improvements and Binfield Environment Group are keen to get involved. Unfortunately the saplings planted by B.E.G. have all died and Purveen would like to replace with fruit trees and also set up a pond. The committee unanimously voted to set an annual BOLE budget of £250/school year, Purveen will inform Mr Sutton. Ashridge / Oaktree / Moss End may be able to donate plants in future.

**6.7 Shed** – Jo passed on a massive thank you to Dennis Cooper (Jackie’s father) for the fantastic bespoke shelving for the uniform boxes. More shelving is needed for general storage, Jo to share via [team@friendsofbinfieldschool.co.uk](mailto:team@friendsofbinfieldschool.co.uk) costs for metal frame shelving. A metal cupboard is also needed for food storage (all committee to check Freecycle/Gumtree/Facebook for free options). Lorraine advised that her company may have shelving available as they are re-locating. Jo to share details of what is needed with Lorraine. Hayley to get contact details for Jubilee from Louise and write thank you letters for Dennis and Jubilee.

**6.8 FOBS Coffee morning** – to revisit post COVID restrictions

**6.9 Christmas events** – Bazaar will not be held due to COVID restrictions however we are planning a number of exciting events including wreath making, grotto, jumper sale, quiz, raffle, special correspondence, craft packs, reindeer relish, Binfield Believes and Christmas products. Volunteers needed on 27/11 (jumper sale), 3/12, 10/12 and 17/12 after school (bells, craft packs and relish), 4/12 (grotto), 19/12 (Binfield Believes Elves). School will hold a non uniform day on 3/12 with proceeds to FOBS (FOBS to advertise, collect donations online and through buckets). Purveen asked if the quiz sheets can also be sold on 27/11, 3/12 and 4/12?

**6.10 Scholastic / Book People / Usborne Book Fair** – to revisit in 2022

**6.11 Mini Baker Magazine** – to revisit in 2022

**6.12 Swimming pool outstanding queries** – Payments due April 2022 and balance September 2022. The quote includes water cost. School are reviewing options for changing facilities. Lessons will be 30-45mins long and staggered to allow all children to access. Class work will fit around swimming sessions. Governors are considering if they can support the electrical supply installation as this would come under infrastructure.

**6.13 IT** – awaiting quotes

## **7. CHAIR REPORT**

### **7.1 School and FOBS logo**

Jo passed on thanks to Chris Lunn of Dignity for supplying the school with a new copy of their logo. FOBS logo to be discussed in January.

## **8. ANY OTHER BUSINESS**

- Purveen advised the next Binfield 10K race will be held on 22/5/22
- Lorraine advised she now needs to supply our insurance and Covid policy details to the Parish Council before the provisional date of 28/1/22 can be approved, Purveen offered to assist.
- Kate advised the BFBC lottery is approaching its second birthday and they have asked for comments from FOBS to be used for the PR campaign
- School Christmas Lunch on 10/12 – Unfortunately the previous parent volunteers will not be able to co-ordinate this event so school have asked for support with craft / decorations / entertainment as lunch will be held in class bubbles. School have also asked if FOBS can fund the streamed pantomime to be held on 17/12 at a cost of £300 including VAT / £250 excluding VAT (2020 cost £200). Committee agreed to fund pantomime. Entertainment options could be scratch art, virtual bingo, disco? Jo to email team@ for suggestions / votes.

## **9. BINFIELD BEACON ADVERTISING (2<sup>nd</sup> Monday of month)**

December/January Beacon deadline is 15<sup>th</sup> November. Christmas events poster and Binfield Believes adverts to be included. Jo to liaise with Vicky on Binfield Believes advert.

## EVENT DATES

|   |   |
|---|---|
| <i>December events</i>  | - Virtual Christmas tbc   |
| <u>Tuesday 14<sup>th</sup> December, 8pm</u>                      | - FOBS get together in The Victoria Arms, please RSVP   |
| Friday 17 <sup>th</sup> December                                  | - End of term assembly?   |
| Sunday 19 <sup>th</sup> December                                  | - Binfield Believes   |
| <u>Monday 17<sup>th</sup> January 2022, 8pm</u>                   | - FOBS meeting  |
| <i>Possible January events</i>                                    | - magic show & Bag2School?  |
| Saturday 5 <sup>th</sup> February 2022                            | - Adults Quiz night   |
| <u>Tuesday 22<sup>nd</sup> February 2022, 8pm</u>                 | - FOBS meeting  |
| <u>Wednesday 23<sup>rd</sup> March 2022, 8pm</u>                  | - FOBS meeting  |
| <i>Possible March events</i>                                      | - Bag2School / Family Disco / magic show /<br>pamper evening / gin tasting / wine tasting / book<br>fair? |
| April 2022  | - Binfield Egg Hunt   |
| <u>Thursday 21<sup>st</sup> April 2022, 8pm</u>                   | - FOBS meeting  |
| <i>Possible May events (6<sup>th</sup> &amp; 13<sup>th</sup>)</i> | - Infant & junior discos  |
| <u>Monday 16<sup>th</sup> May 2022, 8pm</u>                       | - FOBS meeting  |
| Sunday 22 <sup>nd</sup> May 2022                                  | - Binfield 10K  |
| <u>Wednesday 15<sup>th</sup> June 2022, 8pm</u>                   | - FOBS meeting  |
| <i>Possible event</i>   | - Non uniform day?  |
| Saturday 25 <sup>th</sup> June 2022                               | - Circus  |
| <u>Thursday 14<sup>th</sup> July 2022, 8pm</u>                    | - AGM   |

**10. DATE OF NEXT MEETING** - The December meeting will be a get together at The Victoria Arms on Tuesday 14<sup>th</sup> December 2021 at 8.00pm. Please RSVP to [fobs@friendsofbinfieldschool.co.uk](mailto:fobs@friendsofbinfieldschool.co.uk) if you can attend so we can book a table.