

Friends of The Bythams County Primary School (FOBS)



Minutes for the Meeting – June 15th 2016

Meeting Date: Wednesday, 15 June at 7.00 pm, The Bythams School

1. Welcome/Apologies

Sam Read, Donna Goring, Matthew Starr, Richard Clarke, Suzi Duxbury

Apologies: Fiona Allett

2. Update actions outstanding actions

Morrisons – Bag pack due September – Jemma to confirm date

Action: Donna to liaise with Jemma

Sainsbury pack due in December – need to fully publicise. Date to be advised

Action: Donna to confirm date

Include in planning for next meeting

Need to use Suzi's analysis to inform next years events planning

Action: Include with next meetings agenda

3. Review events

1. May Fair

- What went well?

Pizza

New games – Skittles

Basketball

Football more profitable than Welly-wanging

Fire engine – but no donation bucket

Food sales

Tats & Nails

- What didn't go so well?

Not so busy as previous, seemed mainly family and friends, low external parties

Missed out of road signage

Clash of signage advertising events

External stalls didn't go well

- What was most profitable?

Food

Edible sales

Jam jars

- What would we do differently?

Have more donation buckets

More road signs

No external stalls

Recommend including photobooth – polaroid / ipad to school

Action: Test at summer social. Donna has frame for photo booth, Early years have children's fancy dress, FOBS to provide glossy paper. School to allow use of printer.

Adult dressing up to be donated

4. **Treasurer's report**

Current balance £8281.85
Allocated funds £6000
Shed £1000
Big Build £5000

Aim to roll to next year with some in bank

5. **Event Planning**

1. Midsummer Fair

Skittles, face painting, princess meet and greet.
Rota sorted.

Fair take all expenses, monies to go back to fair for redistribution

Action: Suzi to draft letter or donation for issue to Fair committee, noting support by FOBS in kids area and Hog Roast

6.

2. Father's Day

Too late for this year. Suggestion of purchase hammers to be sketched with wood burning pencil

Action: Donna to look at price for hammers after father's day with view to purchasing for next year.

3. Sports Day (5 / 7th)

Cake and tea stall

Need cake donations

Action: Parent text request for cakes on Friday previous / repeat for Monday 4th.

Action: Rachael - Check if Ann happy to do serving

Discussion regarding next year and combining sports day and summer social. Sports day in morning, social picnic lunch, celebration assembly onto summer social. Meeting suggested picking as first choice date the last Friday of the term, with backstop date Monday immediately afterward.

Action: Richard to discuss with teachers and feedback

4. Summer Social

Thursday 21st 3.15pm – till end

Pimms, BBQ, BYO picnic

Action: Request BBQ from fair

Action: Darren on Pimms, Donna on BBQ, need helpers for rolls - Suzi

Action: Suzi to bring additional bins

Action: Rachael to advise Jane for communication to all parents, including new reception sept 2016.

5. Leavers

Books sorted for leavers.

Action: Donna working with Ian Pollard to compile photos for books. Mrs Lovesey co-ordinating books throughout the school for additional signatures.

AOB

Flower Arranging Evening –

Action : Sam & Donna to lead

Bag Packs – discussed in outstanding actions

Bags to School – Collection Tues 21st in Castle Bytham. From School on 28th June.

Action: Rachael to advise Suzi / Donna about help in bag collecting in CB

Big Build - waiting for quotes

Marketing for school – FOBS agree to donate £100 to school for marketing material at local events

Action: Richard & Matthew to design and gain quotes for material.

Midsummer Festival - Sell bubbles on Saturday night

Action: Donna to provide bubble wands to Rachael for retail at music festival during day on Saturday. Use baskets to sell £2 each.

Action: Suzi to forward float

Matthew request monies for early years for new equipment for EY garden. Meeting discussed prioritising list of items for garden. Also discussed existing storage on site and decided one shed could be cleared out leaving room for material that was requiring new shed. This would enable the £1000 allocated for a new shed to be reallocated to Early Years

Action: Reallocate shed monies to Matthew (£1000).

Action: Existing shed at school needs sorting. Richard & Matthew to sort.

KS2 performance – 13/14 July Witham Hall. Need request for cakes. Request parentmail the week before, helpers for serving.

Action: Rachael to ask Jane for parentmail requests

Integrate parent – teacher groups - FOBS

Action: Welcome letter to new parents about FOBS - Sam

Date of next meeting – Next meeting AGM and event planning for 2016/2017, Wednesday 14th September 7pm @ School.

Action: Donna & Suzi to provide a review of activities undertaken 2014/2015/2016 what worked well and made most monies, help required.

Action: Richard to provide list of projects for school and monies required for new target board.