

FOBS MEETING ON 17th January 2018 AT 7.30pm

WHERE: Queens Head, Broad Chalke
Meeting began at 7.40

PRESENT: Mandi Brockway (MB), Libby Cordle (LC) Pam Clover (PC), Diana Cullen (DC),
Jayne Lucas (JL), Sam Rosen-Nash (SR), Catherine Sharpless (CS), Vicky Wardle (VW)

1. **WELCOME** – DC welcomed everybody to the meeting.
2. **APOLOGIES** – Gemma Barnett (GB), Debbie Binns (DB), Becky Clinch (BC), Gemma Cullen (GC), Susie Morgan (SM), Natasha Vass (NV), Sarah Hallett (SH)
3. **MINUTES OF THE LAST MEETING – Matters Arising:**
 - **Spending** - £50 agreed by committee for the hire of costumes for class 5
 - **New FOBS logo** - Just needs to be resized. **MB to forward onto DC**
 - **Cake Sale** – Year 3 term 3 date to be confirmed, but the 9th February was mentioned in a previous meeting – **DC to find out when this is going ahead.**
 - **Movie Night** – DB said she will organise this – **DC to find out more from DB**
 - **Spring Fair** – will be discussed later in the meeting
 - **First Aiders at FOBS events** – **DC to find out if any qualified first Aiders are willing to help at any FOBS events.**
 - **All agreed Hot Chocolate night was great thanks to LC and all volunteers**
 - **The committee signed a thank you card for GC and landlady for their fundraising in the pub.**
4. **TREASURER'S REPORT**
Bank Balance as at 17/01/18 - £6499.00
5. **FOBS SPENDING PLANS/TEACHER REQUESTS/UPCOMING SCHOOL TRIPS**
 - **MB** - £50 Year 5 Costume hire agreed
 - **MB** - There will be a request for Year 6 London trip soon
 - **MB** - Mrs Newman hasn't spent the £500 for Reception Class new equipment yet but will do soon
6. **General Data Protection Regulation (GDPR) New Regulations**
 - MB wanted to raise awareness that on **25th May 2018 the General Data Protection Regulation (GDPR)** will be implemented and replaces the Data Protection Act 1998.
This will have an impact on FOBS as a charity and how it handles and stores data. There is no specific advice at the moment, but FOBS will need to carry out an audit to see what data is held. MB handed out a draft document she put together using a template provided by the PTA UK. This document shows the sort of data which FOBS might need, how long FOBS will keep the data and how it will be destroyed etc.
 - MB also suggested that if an individual is copied in on a FOBS email they should be Bcc'd and not Cc'd therefore making their email address hidden to the receiver. We should protect individuals data.
 - MB confirmed that the shredder in main office can be used to destroy any contact details we have used for volunteers at events, sign in sheets etc.
 - **MB will draft a privacy notice sometime in the future.**
7. **Chalke Valley Challenge Update**
 - Date – 14th October 2018
 - DC advised that the planning is all going very well.
 - Sponsors are:
 - Myddleton and Major - £200
 - Westover - £250 plus two safety cars and photo call with car.
 - Discover Adventure £300 plus the finish line flags
 - Valley News - £150
 - DC has a draft flyer ready
 - DC is going to approach Sports Direct for sponsorship
 - Save the date email going out to all previous entrants.
 - Website address is www.chalkevalleychallenge.co.uk
 - PC suggested promoting it through Salisbury Park Run and other areas with Park Runs. CS said to contact their HQ.
 - CS suggested also contacting Chalke Valley Families and local Broad Sheets.
 - DC advised that that the entrance fee is to go up from £12 to £15 plus a registration fee of £4 for the 10k. The registration fee is required as it is a timed event and times are published. The 3k (Fun Run) will stay the same at £5. **DC to find out if there is a registration fee.**

- CS asked if there will still be a family discount for BC school. DC confirmed after the meeting that the family ticket is £15.
- Runners will receive a medal and other items yet to be confirmed.
- DC said the committee wants to promote the CVC at the spring fair.
- PC offered to promote the CVC at their Orthodontic practices.
- DC said they are all on target with planning the event and the committee are amazing.

8. Spring Fair 10th March 18

- DC handed out a Draft Broad Sheet Spring Fair flyer – all agreed looked good.
- BBQ - Unfortunately GC can't make it this year. LC kindly offered to drop off the BBQ and help source the food again from Bookers hopefully with discount. Volunteers needed to man the BBQ.
- DC presented an inflatable Disco Igloo/Dome idea as the main attraction which can be manned for an additional charge. CS stated it was quite small, she had seen it at another event and it is good but can only hold about 5 small children. Decided not proceed.
- JL – suggested that someone draft a letter to send out to companies asking for donations. This needs to be sent out soon. **DC to action**
- Suggested that Year 1 do the flower/plant stall as it was such a success last year. Mothering Sunday is the next day (11th March) and the plants make great gifts and are very popular. JL stressed that it is hard work and needs a lot of volunteers to make it less work for a couple of individuals. JL said she would help do the planters again providing there are enough volunteers.
- The Chocolate Tombola was too easy to win last year and the children had a lot of chocolate. The chocolate is donated at non-school uniform day and MB has already sent this date out to parents. All agreed we would like to see less sugar on the other stalls. MB suggested that the school council could run it this time as donations are given by whole school rather than by 1 class, all agreed good idea. **MB to approach school council.**
- Various ideas suggested:
 LC – Mini Land rover rides- an external company sets it up and runs it. All agreed this was a good idea even if it broke even rather than making money. **LC to find out more as this could be a very popular main attraction and add to the fun of the day.**
 CS - Go Carts with hay bales. Also inflatable Sumo Wrestlers suits
 LC – Beat the Goalie, shooting game
 PC - Real Life fruit machine
 VS - Army obstacle course with hay bale maze and netting
 Lots of ideas suggested but insurance and time constraints can be a problem.
- BC to contact Gemma Lennard, as she has the contact details for external stall holders from last year. Need to do a floor plan etc. Agreed to charge £15 per stall the same as last year.
- First aiders needed – Becky and Gemma names suggested.
- Face painting – **MB to contact the 2 volunteers from last year**
- CS suggested that face paint and treasure hunters should be together to give the children something to do while waiting for the Face painting. Agreed good idea if treasure hunters want to be involved. **MB to contact Treasure Hunters.**
- CS suggested a Book stall
- Beady eyes lady might want a stall again. **MB to contact**
- Chalkies had a stall last year – **DC to contact**
- Cake stall - Agreed there should be a cake stall as it looked fantastic last year although noted that Susie didn't have enough help last year. DC suggested maybe merging cakes and other produce stall. **Hopefully Year 4 will run the Cake stall this year TBC**
- Lots of leftover snacks from the nativity, we could sell these at the Spring Fair via the kitchen.
- Raffle – each of the external stall holders gave donations last year. Contact local game keepers and butchers for donations etc

9. FORTHCOMING EVENTS AND FUNDRAISERS

- Spring Fair 10th March
- Year 3 Cake Sale - possibly 9th February
- Easy fundraising "Free Money" £59.73 raised so far by 24 supporters - **DC to promote in FOBS newsletter**
- Movie night – **DC to speak to DB**
- Bags to school
- Barn Dance - **BC trying to find a barn. CS suggested a local family she knows.**

10. Next meeting date Friday 23rd February at 1.30pm

IN THE LIBRARY AT BROAD CHALKE SCHOOL - it was suggested that it would be great if 1 of the class reps could attend per class and if not could they let DC know what their Spring Fair stall would be before the meeting (Spring Fair will be 2 weeks away by the time of the next meeting).

Meeting finished at approximately 9pm.