

## FOBS Meeting on 18<sup>th</sup> January 2019 at Broad Chalke School

Meeting began 1.35pm

Present: DC Chair, GB Vice Chair, SH Treasurer, MB, HAB, JP, DJ, JH, GC, CM, SM, PM

### 1. Welcome

DC welcomed all to the meeting

### 2. Apologies

CS

### 3. Matters arising from last minutes

DJ is stepping down as co-ordinator of the 1000 club, HAB to step in. DC emphasised the committee's thanks to DJ for his input.

MB and DC registered thanks to LC for co-ordination of the Hot Chocolate evening Reflections and ideas for improvement were discussed and it was noted that: in future, a single person needs to take overall responsibility for managing the children in the hall.

GC requested that FOBS remember that rooms should be left as found with all rubbish removed and furniture returned to its original locations.

DC - Thank you letters have been sent to CVC Committee.

DC - Thank you gift has been sent to Archie B – Committee is looking for someone to independently review the accounts – once per year. **ACTION: MB has an idea about who to approach.**

SH – Easyfundraising total circa £312 and SH to liaise with office regarding publicising/ advertising Easyfundraising.

Y4 parent (MP) has now volunteered to take on advertising events on the A Board.

### 4. Treasurer's report

SH – current bank balance circa £11,351. Story Night money still to be banked.

### 5. Vacancies

FOBS secretary – **ACTION: SM to publicise to class reps**

CVC Race Director – **ACTION: a parent has been approached for suggestions.**

### 6. FOBS spending plans

Outdoor Sun Shelter – MB confirmed that the Governors have decided on a location but project on hold until the school garden project is underway.

Garden Refresh – MB confirmed the fence design has been agreed by Governors and the next step is quotes for the work. SM noted that if the works should be after the growing season. Requested the works be undertaken either during Easter or over the summer holidays.

### 7. FOBS Events

**Disco 14<sup>th</sup> February** – JP and HAB agreed to co-ordinate but JP may not be there on the day. Committee agreed to arrange face painting BC, GB volunteered. Noted that there would be a chill out area – these quiet activities to be heart themed plus

glitter tattoos popular. Discussed and rejected the idea of valentine decorations. Agreed that there would be a volunteer safety briefing before the event. Request for volunteers to be included on children's reply slips. FOBS needs 12 volunteers for each disco slot and for at least 3 of these to be DBS checked. FOBS would not be doing food but will provide plenty of water. Parents can send in an extra snack.

**ACTION: MB will send the risk assessment through.**

**Cake Sale 25<sup>th</sup> January:** JP and HAB agreed to co-ordinate a class 1 and class 2 joint cake sale. Plastic would be minimised and paper bags and paper serviettes used instead.

### **Bags to School 6<sup>th</sup> March**

**Spring Fair 30<sup>th</sup> March:** Committee discussed and agreed that no special attraction was required. DC exploring costs of brass band. Decided the fair would be open 11.00-2.00.

Discussed allocation of class activities:

Year R: Splat the Rat

Year 1: traditional games and or tin can alley

Year 2: TBC but possibly flowers

Year 3: Cakes, Produce and Teas

Year 4: Easter Eggs

Year 5: TBC but possibly Human Fruit Machine

Year 6: Football contest/related challenges

BC – confirmed happy to co-ordinate flowers with help

GB – confirmed Easter Egg Hunt

GB – to co-ordinate external stallholders

DC – to invite Chalkies

SM and CM – co-ordinating the Raffle prizes

GB – revisit the tombola odds with the school council

**Bingo Night:** Confirmed for the Summer Term date tba

### **8. Next Meeting:**

Agenda to focus on Spring Fair planning **Friday 8<sup>th</sup> Feb** in school library at 1.30pm