

BRAMLEY CHURCH OF ENGLAND PRIMARY SCHOOL ASSOCIATION  
MONDAY 8 March 2004

Present:

Ann Berresford, , Glenn Payne, Tania Cavanagh, Barry Fleming, Jane Glynn, Sharon Frost, Pieter Eksteen, Caroline Gillingham, Liz Capel, Jamie Chapple, Carol Hermaszewski, Claire Holliman, Helen Lebec, Judith Cox.

Apologies: Keith Goddard, Elaine Slater Joan Shadwell, Peter Treadgold, Mandy Weller, Angela Fright.

	ITEM	ACTION
3	MINUTES of the previous meeting were read and agreed. Addenda: Item 5 – Treasurers Report – the £601 profit reported from the Christmas Fayre was not confirmed by the Treasurer, but was an estimate. SF to forward breakdown of Christmas Fayre profit to JG Item 7 –Trees for new field – Trees to be paid for from profits of 2003 Summer Fete.	SF
4	REVIEW OF PREVIOUS EVENTS: <ul style="list-style-type: none"> <li>- Disco 6 February – well attended and well organised. Letter regarding refreshments was well received by parents. It was felt that the BSA was taking its responsibilities well.</li> <li>- Refreshment helpers need to be aware that Josh Eksteen is diabetic. At the next disco if Josh attends, helpers will be made aware - specifically with regards to sweets. All squash provided has 'no added sugar', which Josh's father feels is not a problem.</li> <li>- Insufficient help with Juniors. Ensure Job sheet completed prior to event.</li> <li>- BSA CLUB draw – February Draw won by Glenn Payne.</li> <li>- Trees for New Field – 50 smaller trees delivered and planted (advised that larger trees may not take as well). A few more may be needed next year – also benches, etc. Still require some shade – pergola's, gazebos, to be considered.</li> </ul>	ALL
5	TREASURERS REPORT: <ul style="list-style-type: none"> <li>- Profit from recent events:</li> <li>- February Disco £340 ( slightly less than usual but additional sweets/chocs had been purchased).</li> <li>- Expenses</li> <li>- Disco equipment £140.00</li> <li>- Disco sweets/refreshments £75.00</li> <li>- February BSA draw £50.00</li> <li>- Trees for new field £2000.00</li> <li>- Deposit for Happy's Circus £50.00</li> </ul>	
6	FORTHCOMING EVENTS: <ul style="list-style-type: none"> <li>- SCHOOL DISCO – FRIDAY 26 MARCH</li> <li>- KS1 (infants) 5.00 to 6.00 pm - £2.00 entry fee to include free squash, bag of crisps, bag of sweets</li> <li>- KS2 (juniors) 6.15 to 7.30pm - £1.50 entry fee, hot dogs, squash and sweets for purchase.</li> </ul> One or two more helpers required with Junior Refreshments. Barry – are you available?  TREASURE HUNT – MONDAY 3 <sup>RD</sup> MAY (BANK HOLIDAY) <ul style="list-style-type: none"> <li>- 10–11.30 start – end at lunchtime</li> <li>- Venue Clift Meadow? To be confirmed by Carol Hz</li> <li>- Bar Booked</li> </ul>	See Job Sheet attached  TBC/BF  CHz Peter Francis

	<ul style="list-style-type: none"> <li>- Licence needed – confirmed venue required for this.</li> <li>- Food – BBQ, committee to provide salads, cakes, etc</li> <li>- Cost £1.50 adult, £1.00 child.</li> </ul> <p>SUMMER FETE – SATURDAY 10 JULY – THE OLYMPICS</p> <p>Stalls to have sporting themes – table top games, etc. Further discussion next meeting. Caroline to investigate possibility of helicopter from Odiham. Has received favourable response from Odiham – outcome known in April.</p> <p>Caroline has also written to Tim Henman re opening Fete.</p> <p>Other ideas:</p> <p>Basingstoke Bisons – Jamie to contact</p> <p>Quad bikes/go-carts – Glenn to investigate</p> <p>Beat the goalie/ Reptile person/ Bouncy castle or inflatable slides (approx £270).</p> <p>Stilt walkers/trampolines – contact Festival Place Management</p> <p>Hair braiding/face painting.</p> <p>Carousel – would need own generator – may be available from Bramley Camp?</p> <p>Ice cream van</p> <p>Assault course – Sharon to contact Major Drummond of Bramley Camp.</p> <p>Maypole – advertise in Parish magazine for volunteer from village</p> <p>'Medals' for donations for events/ Rosettes.</p> <p>Steel band – Ann to contact John Hunt.</p> <p>Carol to contact dancers</p> <p>Judo – Keith</p> <p>Basinstoke Gym Club – Tania</p> <p>Hampshire Youth Orchestra</p> <p>Fete Brochure – Last year, printed 2400 copies, printed by church (generated £840 income, of this £650 profit). Had 18 advertisers – cost approx 10p to produce and generates 26p per booklet. Quality has been declining over last couple of years. Claire Holliman has put forward suggestion for improving Fete brochure quality, and increasing number of advertisers, and reducing collation effort by committee.</p> <p>Current advertising cost – full page £60, half page £40, third page £30 and £10 for charities. CH had asked for quote from Prontaprint in Basingstoke for printed and collated brochure – cannot match 34p per brochure – v. good price.</p> <p>Improving quality will increase cost to 34p per booklet to produce, but can increase number of pages and advertisers. Improving quality would allow us to increase advertising charges in the future.</p> <p>CH to send out central list of current advertisers – JG to attach to minutes. Committee members to add to list of possible contacts. Revised list required by mid-April, as letters need to go out w/c 19 April.</p> <p>Judith Cox to help chase up letters.</p> <p>Consider better school branding for the brochure, as is distributed to homes – Bramley fish logo – or find the fish?</p> <p>Delivery of brochures from 1 – 7 July – GP has street list.</p> <p>CH to confirm to church that we are looking at other options for brochure printing.</p>	<p>GP Job Sheet next meeting</p> <p>CG</p> <p>JCh GP</p> <p>SF</p> <p>AB CHz KG TC</p> <p>CH</p> <p>Details attached with minutes</p> <p>CH/JG</p> <p>JC</p> <p>CH</p>
7	<p>ANY OTHER BUSINESS:</p> <p>IDEAS FOR FUTURE EVENTS:</p> <p>Happy's Circus - Booked for Friday 8<sup>th</sup> October. A non-animal circus in a 'big top'. 2 hour show with interval –could have BBQ. Happy's Circus will advertise. Seating for 600, total cost £1250. £5.00 per adult, £18 family of 4. Would need to organise toilets, St John's Ambulance. Consider putting on other 'Fairground attractions' – coconut shy, etc.</p> <p>Drum Zone – fun, interactive event using up to 25 drums: 3 drummers cost £750 - £1000. 1 drummer either during school or for parents or fete – cost £250 and travel expenses. BF to follow up possibility of holding session for children, and then maybe Summer Fete. Consider voluntary donation for Fete session (£2?). Gazette coverage or see if another school interested – to reduce cost. Ann to contact Heads of local schools.</p>	<p>GP</p> <p>BF</p> <p>AB</p>

	<p>After Dinner speakers – too expensive (Sir Steve Redgrave £2000).</p> <p>Salsa Dancing Evening – investigate if dates available in late May/June. Cost £100 for the dance, take own drink. Consider Sherfield Village Hall – larger venue than school hall. Cost of hall to be confirmed. GP to follow up with KG.</p> <p>Fashion Show – Using 'Just a Second' – need to sell approx 100 adult tickets, and take minimum of £500 on the night to get 10% of proceeds. GP to forward names of any other companies running such Fashion shows to see if more viable. JG to see if Debenhams would put on a Fashion show.</p> <p>Other Ideas:</p> <ul style="list-style-type: none"> <li>- Auction of Promises</li> <li>- Colour Me Beautiful evening – Barry to check out costs.</li> <li>- Table top 'boot' sale – possible for Sept/Oct – could get £5.00 per table.</li> <li>- Sale of real fruit/milk lollies in the summer (after school on Fridays only) – link with specific benefit such as coaches for school trips (purchase of small freezer required)</li> <li>- At Christmas, children could decorate 2 plates – one for Christmas lunch, the other to build a 'Grotto'.</li> </ul> <p>Second Hand School Uniforms – losing catchment at the disco's. Advertise in monthly newsletter.</p> <p>Liz Capel is to resign as Treasurer, but still wants to continue on the committee. GP thanked Liz for her contribution. Caroline G has offered to do the banking, Judith Cox to do the paperwork. Following the meeting, it was noted that key positions on the committee should be opened up to the whole school for nominations. Glenn to draft a letter to go out to all parents.</p> <p>Thank you to the committee from Ann – the trees are great! Longer term plan for adventure playground.</p> <p>Country dancing - school has 2 teams – new skirts required for Tadley pageant in May – cost of approx £100. Caroline has address of dressmaker, Jane offered to make. Laura Bedwell Yr 2 is the contact.</p> <p>Book stock in library needs upgrading at a cost of £1000 over the year, £500 in summer term, £500 in spring term, also money from Bookfair (October). Rachel Vigar donated approx £260 for books for reception class.</p> <p>School Trips planned – travel costs paid for by BSA: Yr R – Marwell Zoo YR1 – Bracknell Lookout (science) YR 2 – TBC YR3/4 – British Museum YR5/6 – Westminster</p> <p>Other Fundraising ideas:</p> <ul style="list-style-type: none"> <li>- Booklet of wrapping paper – to go out nearer Xmas – BSA gets 25% of proceeds. Purchases direct to company.</li> <li>- Spring Bulbs in autumn– need to register in next 6 weeks- Agreed. 2 years ago made approx £150.</li> <li>- Brochure available for children's umbrellas/inflatables/</li> <li>- Leather bookmarks – personalised – again for Xmas?</li> <li>-</li> </ul>	<p>KG</p> <p>JG</p> <p>BF</p> <p>GP</p>
8	<p>Next Meeting: Monday 26 April – 7.30pm – Bramley Inn</p>	

BRAMLEY SCHOOL ASSOCIATION CALENDAR OF EVENTS

Month	Date	Event	Reminders
March	Friday 26 <sup>th</sup>	School Disco	Job Sheet
May	Mon 3 <sup>rd</sup>	Treasure Hunt – walking around village	Job Sheet for salads, cakes, etc
June	Friday 11 <sup>th</sup>	Family Event – picnic, rounders, disco	
June	Friday 25 <sup>th</sup>	Non-Uniform day – items for tombola for Fete.	
July	Saturday 10 <sup>th</sup>	School Summer Fete – Olympic Theme	
October	Friday 8 <sup>th</sup>	Happy's Circus	
November	Friday 5 <sup>th</sup>	Fireworks	

JOB SHEET FOR SCHOOL DISCO – FRIDAY 26 MARCH

Job	People Required			
Make up sweet Bags	Emma Goddard			
Bins	Glenn P			
Float	Treasurer			
Infants Door	Glenn P	Pieter E	Ann B	
Handing out Sweets	Judith Cox			
Refreshments Infants	Jane G	Caroline G	Anna Pranata	Joan S
Juniors Door	Ann Beresford	Glenn P	Liz Capel	
Refreshments Junior	Elaine S	Keith G	REQUIRED	REQUIRED
Uniform	Jamie Chapple TBC	Lucie Chapple TBC		
Doors Leaving	Ann B	Amanda Biffin (if at disco)	Glenn P	
Medical	Ann B			