

BRAMLEY CHURCH OF ENGLAND PRIMARY SCHOOL ASSOCIATION

Monday 10 January 2005

Present:

Ann Berresford, Glenn Payne, Jane Glynn, Elaine Slater, Claire Holiman, Garry Marshall, Pieter Eksteen, Graham Miles, Carol Hermaszewski, Chris Edwards, Martin Frost

Apologies: Judith Cox, Peter Treadgold, Barry Fleming, Linsey Linn, Sharon Frost, Keith Goddard, Joan Shadwell, Jamie Chapple, Mandy Weller

	ITEM	ACTION
3	MINUTES of the previous meeting were read and agreed.	
4	<p>REVIEW OF PREVIOUS EVENTS:</p> <p><u>Fireworks – 5<sup>th</sup> November</u>  Went very well – well attended.  Next year, consider selling glo toys around by the food as well as at the entrance. Consider moving the venue to Clift Meadow, to improve community links. Also larger area, safe area for fireworks/bonfire.  GP has approached Parish Council (who may contribute some funds for fireworks) – due to get back to GP by February.  School Association would retain overall control of event.  Consider approaching pub for food? Or to provide a bar?  Sub-Committee required –as potentially a much larger event than usual.  Clift Meadow Trust needs to be contacted re use of site and pavilion (contact Mike Davies, Andrea Davies’ husband).</p> <p><u>Advent Fair – 11<sup>th</sup> December</u>  Ann remarked that the event went really well – considering a cold and foggy morning.  Refreshments area was very busy.  Some discussion over what the Advent Fair should be – should it be:  - for everyone, for children, for ladies (such as ladies night). In the past not clear who the event is aimed at.  Needs to be earlier – 26 November 10am – 12 noon.  Next year – consider Village Hall, as it is bigger, and has 2 rooms. Elaine to provisionally book for 26<sup>th</sup> November.  Considering a ‘Surprises’ Room’ at school in the last week of term, where children would be able to purchase small gifts for parents/friends and get gift-wrapped .  Sherfield has their Winter Fair the week before ours- had Father Xmas which was well received.  Advent Fair booklet. This was the first time the BSA had produced a booklet for Christmas, and there was a mixed response from the Committee as to the effectiveness of this method of advertising, in terms of time spent on the booklet versus revenue.  8 page booklet, 1900 copies – delivered one week prior to Advent Fair. Cost 23.4p per booklet to produce (approx £440 to produce) and produced a profit of £200.40. Some issues with quality of content, but that is dependent on what is sent in.  A big thank you to Claire and her team for the effort put into the booklet.  Claire to look at different format for next year – possibly an A4 laminate which will be easier to keep for reference for advertisers. (Laminate cost 20p to produce). Need approx 2000 next year as delivery area has expanded due to increases in new housing.  Suggestion that an overall ‘Editor’ is required for booklets – to ensure that all</p>	<p>GP</p> <p>GP?</p> <p>ES</p> <p>GP CH</p>





## BRAMLEY SCHOOL ASSOCIATION CALENDAR OF EVENTS

Month	Date	Event	Reminders
January 2005	Friday 28th	Disco	Job Sheet attached
March 2005	Friday 4th	Disco	Job Sheet attached
May 2005	Monday 2 <sup>nd</sup>	Treasure Hunt	
June 2005	Friday 10 <sup>th</sup>	Family Event and Roller Disco	
July 2005	Saturday 9 <sup>th</sup>	Summer Fete	
November	Friday 4 <sup>th</sup>	Fireworks	
November	Saturday 26 <sup>th</sup>	Advent Fair	
Spring 2006		Happy's Circus?	

### JOB SHEET FOR SCHOOL DISCO – FRIDAY 28 JANUARY

Infants 5.00 – 6.00 pm                      Juniors 6.15 – 7.30 pm (Refreshments finish at 7.00pm)

Job	People Required			
Bins	Glenn			
Float	Garry			
Infants Door 4.45 pm	Glenn	Ann		
Handing Out Sweets –by 4.45 pm	Chris	Elaine		
Refreshments Infants - from 4.30 pm	Sharon	Jane	Judith	
Juniors Door – 6.15pm	Ann		Graham	
Refreshments Junior	Claire	Carol H	Elaine? TBC	Martin
Doors Leaving – 6.00 and 7.30	Ann		Glenn	

### JOB SHEET FOR SCHOOL DISCO – FRIDAY 4<sup>th</sup> MARCH

Infants 5.00 – 6.00 pm                      Juniors 6.15 – 7.30 pm (Refreshments finish at 7.00pm)

Job	People Required			
Bins	Glenn			
Float	Garry			
Infants Door 4.45 pm	Glenn		Ann	
Handing Out Sweets –by 4.45 pm	Chris		Elaine	
Refreshments Infants - from 4.30 pm	Martin ?	Judith TBC	TBC	
Juniors Door – 6.15pm	Ann		Graham	
Refreshments Junior	Claire?? TBC	Garry	Elaine? TBC	Martin
Doors Leaving – 6.00 and 7.30	Ann		Glenn	