

BRAMLEY CHURCH OF ENGLAND PRIMARY SCHOOL ASSOCIATION

Monday 7 November 2005

Present:

Ann Berresford, Karen Warburton, Glenn Payne, Jane Glynn, Jamie Chapple, Garry Marshall, Chris Edwards, Joan Shadwell, Ruth Powell, Sarah Naylor, Richard Seaborne

Apologies: Judith Cox, Mandy Weller, Graham Miles, Elaine Slater, Linsey Linn, Keith Goddard, Barry Fleming, Peter Treadgold, Tim Warburton, , Claire Holiman,

	ITEM	ACTION				
2.	<p>WELCOME New chair welcomed the committee.</p>					
3.	<p>MINUTES of the previous meeting were read, agreed by all.</p>					
4.	<p>REVIEW OF PREVIOUS EVENTS:</p> <p><u>VILLAGE FETE – SATURDAY 10 JULY</u> - Thank you letter has been received from Little Apples.</p> <p><u>DISCO – FRIDAY 14TH OCTOBER</u> Name badges for helpers worked well. Ran out of hot dogs – usually only sell 50, managed to sell 100. Chris to investigate what £1.50 will buy (hot dog, larger chocolate bar). Consider healthier option – apples, carrot sticks, breadsticks? Maybe try to restrict how much can be purchased – sell tokens?</p> <p><u>FIREWORKS – FRIDAY 4TH NOVEMBER</u> Fireworks took place at the School – good secure environment for children. Expenditure on fireworks was £1300 including operators fees – but seemed to be a shorter display than last year (15 mins). Only one ‘guy’. Glo-sticks sold well– Ann and year 6. Florescent jackets worked well in identifying PTA members. Sold food, drinks and toys throughout the evening this year – was worth doing, but jobs need rotating to ensure that those on drinks/BBQ do get a chance to watch the fireworks. Mulled wine – by donation –worked well.as did instant soup and hot chocolate Some comments that burgers not as nice. Consider better quality burgers for next time. Sold tickets in advance – £1000 of ticket sales. 3 people OK for glo-sticks. 2 people OK for drinks 4 people required for BBQ. Lanterns required for tables – difficult to see in shadows. Lost children signs – to First Aid room. Community beat officers attended.</p>	<p>CE</p>				
5	<p><u>TREASURERS REPORT:</u></p> <p>Profit from recent events:</p> <table border="0" data-bbox="268 1776 738 1839"> <tr> <td>Disco</td> <td>£455.15</td> </tr> <tr> <td>Fireworks</td> <td>approx £1676</td> </tr> </table> <p>Agreed expenditure: £</p> <p>Year group trips 2,500 (needs to be increased by approx £1000 due to increased petrol/diesel costs. Also Yr 3 and Yr 4 now separate trips).</p>	Disco	£455.15	Fireworks	approx £1676	
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	<p>Account Balances</p> <table border="0"> <tr> <td>- Cash</td> <td>£496.15</td> </tr> <tr> <td>- Current Account</td> <td>£232.74</td> </tr> <tr> <td>- Community Reserve Account</td> <td>£7739.81</td> </tr> <tr> <td>TOTAL</td> <td>£8468.70</td> </tr> </table> <p>Karen (Chair), Garry (Treasurer) and one other to be invited to the Governors Finance and General Purposes Committee meeting to discuss financing and lettings form - Ann to organise.</p>	- Cash	£496.15	- Current Account	£232.74	- Community Reserve Account	£7739.81	TOTAL	£8468.70	AB
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6.	<p>BANK SIGNATORIES Current signatories – Keith Goddard (ex co-Chair), Carol Hermaszewski (no longer on the Committee) need to be removed. Remaining signatories – Garry Marshall (Treasurer), Jane Glynn (Secretary). 2 new signatories – Karen Warburton (Chair), Chris Edwards.</p>									
7.	<p><u>FORTHCOMING EVENTS:</u></p> <p><u>PHOTOGRAPHER SATURDAY 12TH NOVEMBER</u> Lettings form required to be completed.</p> <p><u>ADVENT FAIR – SATURDAY NOVEMBER 26TH</u> Sub-committee volunteers: Chris and Claire – to include all Xmas activities – puddings, calendars, raffle, etc. Timing 10.00 – 12.00. Ann able to open up, Jamie to lock up. Job sheet passed around – volunteers still required – please contact Chris or Claire. Sarah has taken over the ‘surprise room’ Advertising – propose A5 Dialcard – may now go out after Xmas. £50 per square. Will cost £250 to print, and generate £1100 work of income. Need volunteers to stick magnetic strips on reverse – see Job Sheet Short of some raffle prizes – Joan able to ring round – Ann has some items. Suggest purchase main prize for around £50, plus a hamper. Not charging entrance, hoping that people will donate for mulled wine, and buy more raffle tickets. Raffle to be drawn after Carol Concert on Tuesday 13th December. Need to continue to sell raffle tickets – volunteers required after school Xmas performances and Senior Citizens visit – see job sheet or contact Chris/Claire. Good uptake for stalls. 10 or 11 year 6 volunteers. Chris to send some wording for Ann to send out in next Newsletter.</p> <p><u>SCHOOLBIZ</u> Barry drafting up copy of Schoolbiz – particularly promoting the Advent Fair. Needs contributions from event co-ordinators.</p>	<p>JCh</p> <p>ALL SN</p> <p>ALL JS</p> <p>ALL</p> <p>CE/AB</p> <p>BF</p>								
8.	<p>ANY OTHER BUSINESS: For Karen – cheque signing folder in PTA tray. Expenses to go to Garry. To claim expenses, complete an expenses form (found in the BSA in-tray) and leave in the Treasurer’s blue plastic folder along with all receipts. Payment will follow once the cheques have been signed - usually takes 3 or 4 days.</p> <p>Glenn queried whether we could fund-raise for the Hampshire Air Ambulance. Garry stated that charities cannot raise money for other charities (unless that is their purpose).</p> <p>Rotate dates of meetings to enable more members to attend.</p>	GMa/KW								

	<p>Jane to send out request to Committee members as to best day for committee meetings.</p> <p>Survey results to be sent out in Schoolbiz. 58 respondents from 265 families. Breda Miles won the 'free BSA draw' number for participating in the survey.</p> <p>Gifts presented to Glenn (and Keith in-absentia).</p> <p><u>IDEAS FOR FUTURE EVENTS: carried forward:</u></p> <p>Consider a <u>PTA event</u> after Sports Day, ie 3.30 – 7.30 pm? Ann to discuss with Governors.</p> <p><u>Social Christmas event</u> – PTA, staff, Governors – possibly bowling? Ann asked at last Governor's meeting. Much interest, and lots of ideas.</p> <p><u>Quiz Night</u> – Garry interested in arranging.</p> <p><u>Murder Mystery evening</u> – Bob from Sansom and George is interested in putting one on in the Spring.</p> <p>Aromatherapy Evening? Jenny Edwards. Therapeutic Indulgence, 10- 15 mins presentation and one to one consultation.</p> <p>Its' a knockout? Suggested by Chris. To investigate further.</p>	<p>JG</p> <p>BF</p> <p>GMa</p> <p>CE</p>
8	<p>Next Meeting:</p> <p>Wednesday 18 January 2006 - 7.30 pm in the School Hall.</p>	

BRAMLEY SCHOOL ASSOCIATION CALENDAR OF EVENTS

Month	Date	Event	Main Contact
November	Saturday 12 th	Photographer	Jamie
November	Saturday 26 th	Advent Fair	Chris/Claire
December	Friday 9 th	Disco	Glenn
February 06	Friday 3 rd	Disco	Jane
March	Friday 24 th	Disco	Jane
May	Monday 1 st	Treasure Hunt – Provisional date	Peter Treadgold
June	Friday 9 th	Family Event – Provisional	TBC
June	Friday 23 rd	Non-Uniform Day	Ann
July	Saturday 1 st	Summer Fete – provisional	TBC

VOLUNTEERS TO SELL RAFFLE TICKETS

Date	Time	Name
Weds 30 th November -Year 1	AM	
Weds 30 th November – Year 1	PM	Sarah Naylor
Thursday 1 December - Reception	AM	
Thursday 1 December - Reception	PM	Sarah Naylor
Weds 7 th December – Year 2	AM	
Weds 7 th December – Year 2	PM	
Thurs 8 th December – Snr Citizens	AM	Sharon Frost

JOB SHEET FOR SCHOOL DISCO – FRIDAY 9th DECEMBER

Co-ordinated by Glenn Payne

Infants – 5.00 – 6.00 pm

Juniors – 6.15 – 7.30pm

Job		People Required			
KS1 DISCO – 5.00 UNTIL 6.00PM					
Bins		Glenn			
Float		Garry			
Drinks preparation	2	Chris	TBC		
KS1 Door – 4.45pm	2	Entrance Ann	Clicker Glenn		
Handing out Sweets – by 4.45pm	2	Joan	Karen		
Refreshments KS1 – from 4.30pm	4	Drinks Lucy	Drinks Sharon	Crisps TBC	
Door patrol – loos, etc	1	Jamie			
KS1 Door Leaving	2	Glenn/ Amanda Biffen		TBC	
KS2 DISCO 6.15 UNTIL 7.30 PM					
Juniors Door – 6.15 pm	2	Entrance Ann	Clicker Glenn		
Refreshments Junior	4	Hot dogs TBC	Drinks Chris	Sales Lucy	Sales Garry
Door patrol – loos, etc	1	Jamie			
Doors Leaving –7.30 pm	2	Ann		Glenn	
Clearing up – Kitchen/ Bins/ Sweep Floor/ Toilets	All	Chris	TBC	TBC	TBC
First Aider	1	Ann			

Helpers will be required to wear a name badge.