

BRAMLEY CHURCH OF ENGLAND PRIMARY SCHOOL ASSOCIATION

Committee Meeting Minutes

Monday 25th January 2010

Present:

Ann Berresford, Bec Robinson, Chris Edwards, Leo Valmas, Deb Parker, Carolann Dyson, Sarah Cummins, Kriss Roberts, Sarah Stubbs, Clare Shaw, Scott Naylor, Anna Keir

Apologies:

Hazel Nield, Joan Shadwell, Garry Marshall, Nicola & Steve Cleevely, Rob Parker, Colin Wallace

	Item	Action	Date Raised
1.	Welcome		
2.	Apologies		
3.	Minutes of the previous meeting were agreed by all. Actions on-going: Murder Mystery night £850 basic cost + catering – all agree too expensive Outstanding advertisers from fete booking – Check all in now St Georges day running next year – this will be running in 2011 Agreed to replace white gazebo with 2 pop-up ones when in stock	 CS BR	 25/1/10 25/1/10
4.	Review of Previous Events Fireworks – it rained!! But all agreed that the fireworks were spectacular, mulled wine was missed. BBQ takings were down due to rain. Agreed to try mulled wine, £1,000 down on previous years due to entry fees and spend on food and drinks. Firework man and music has been booked for next year Can we formally request a special dispensation regarding distance that van (fireworks) can park nearest the field? Look at parking along the back of field Glow sticks left over, can be used at next disco, pop as a note on disco reminder (50p) – Bec Chris requests help at running/leading next year's Firework display	 BC	 25/1/10

	<p>Agreed to outsource the bar for next year</p> <p>AGM – we welcomed some new members</p> <p>Quick meeting followed by drinks down the pub, do we run an event alongside the AGM or do we just run AGM.</p> <p>All agreed to leave AGM running in December, but will advertise when vacancies come up.</p> <p>Bags2school – we collected 660kg worth £264, thank you to Carolann for her help at loading the van. Next Bags2school booked for 10th June.</p> <p>Advent Fair</p> <p>Raffle and Father Christmas (£181 vs last year £232) profits were down</p> <p>Bottle wrap worked well - £100 profit</p> <p>Recipe books worked well, covered costs, sold 65, will sell remaining 25 at summer fair</p> <p>Sealed bids tree worked well, we should do at next event</p> <p>Disco in December – profit of £644, KS1 issue with children running and sliding on the floors which causes some accidents</p> <p>Thanks to Colin for projector wall during the discos</p>										
5.	<p>Treasurers Report</p> <p>Account Balances:</p> <table> <tr> <td>Current Account</td> <td>£3,638.72</td> </tr> <tr> <td>Reserve Account</td> <td>£19,583.14</td> </tr> <tr> <td>Cash</td> <td>£206.75</td> </tr> <tr> <td>TOTAL</td> <td>£23,428.61</td> </tr> </table> <p>Profits from events held:</p> <p>Disco Oct 09 - £406.77</p> <p>Disco Dec 09 - £644.50</p> <p>Advent Fayre - £615.89</p>	Current Account	£3,638.72	Reserve Account	£19,583.14	Cash	£206.75	TOTAL	£23,428.61		
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6.	<p>Forthcoming events/Review Events calendar</p> <p>Disco on 5th Feb – Bec send out job sheet</p> <p>Race night – need to find out who runs the race night ? Bring your own food</p>	BC	25/1/10								

	<p>and drink, kids welcome, run on a Saturday? Buy tickets in advance</p> <p>Bec check dates for other local activities in early March</p> <p>St Georges day event is not running this year so needs to come off events calendar</p> <p>Cancelled Treasure Hunt</p> <p>Look at Sherfield Fete, 12th June, run 1 stall during the day, Bec</p> <p>Bramley Summer Fair, run 1 stall,</p> <p>Evening Summer Fete – need to make sure people around at end to clear up, we can access to site during the afternoon</p> <p>November/December – Black Tie, Sherfield Oaks £35 per head, 3 course meal and DJ – exclusive hire (£25), Centercourt £35, Basingstoke Hotel</p> <p>150 x 25 - £3750, all agreed limit of £35 per person and to book Sherfield Oaks</p>	<p>SC</p> <p>BR</p> <p>BR</p> <p>BR</p> <p>CE</p>	<p>25/1/10</p> <p>25/1/10</p> <p>25/1/10</p> <p>25/1/10</p> <p>25/1/10</p> <p>25/1/10</p>
7.	<p>BSA/School Safeguarding Policy</p> <p>Allegations against staff and hirers of school, all read allegations report, let Ann know that have read and agree to it. All committee members, who are involved in events, should be CRB checked.</p> <p>All should ensure have in-date CRB check and a list should be kept by the chair</p> <p>Bec to manage the list, and check before next disco who has current CRB form</p> <p>Bec to check with NCPTA to make sure okay to have CRB check from Little Apples or Happy Faces.</p>	<p>All</p> <p>BR</p> <p>BR</p>	<p>25/1/10</p> <p>25/1/10</p> <p>25/1/10</p>
8.	<p>School council meeting update</p> <p>Bec attended school council meeting, to find out what they want us to spend money one, List is as follows:</p> <p>Vegetable boxes outside Reception</p> <p>Mini Beast area</p> <p>More Reading Books</p> <p>Birthday privileges, birthday hats or badges for each class</p> <p>Mirrors in the toilets – already ordered</p> <p>Chickens and Hens</p>		

	<p>Top voter – more laptops and laptop trolleys</p> <p>All agreed to fund as much as possible</p> <p>Bec to phone wyvale re metal bird hammers, donate for raffle prizes, also will they match funding. B&Q may also be an option</p>	BR	25/1/10
9.	<p>Bramley Plan – Any contributions from BSA?</p> <p>Bec contacted by Chairperson, Jeremy Fellows (Governor) is on committee of the Bramley Plan</p> <p>Carollann will make contact, and be spokesperson for BSA, this will include Traffic problems around the school and grit boxes near the school, things for teenagers in the village to do (like the ball park, bike track near Tesco's)</p>	CD	25/1/10
10.	<p>Parent database collation and e-mail collections via return slip</p> <p>Sarah Cummins to manage the return slips and gather the data.</p>	SC	25/1/10
11.	<p>Review Security/Insurance following break-in</p> <p>BSA shed was not affected; we are not covered by school insurance, make sure that all sheds are locked with padlock and key.</p> <p>Purchase Padlocks</p> <p>Bec to check whether contents are covered by school insurance</p>	BR BR	25/1/10 25/1/10
12.	<p>Any other Business</p> <p>Signed Gary Barlow book to be auctioned at Black tie event</p> <p>Meeting today with Four Lanes Trust, re hi-vis jackets, we might not get funding for jackets this year.</p> <p>Portrait pictures – Carollann will ask for 280 leaflets to hand out to parents, we can make £25.00 commission on each portrait sold.</p> <p>Explored the opportunity around filming the school plays, agreed it should be looked into further, Ann to look at laws etc</p>	CD AB	25/1/10 25/1/10
13.	<p>Next Meeting</p> <p>Monday 22nd March 2010, 8pm at the Bramley Inn</p>		