

BRAMLEY CHURCH OF ENGLAND PRIMARY SCHOOL ASSOCIATION

Committee Meeting Minutes

Monday 22nd March 2010

Present:

Bec Robinson, Chris Edwards, Leo Valmas, Deb Parker, Kriss Roberts, Sarah Stubbs, Clare Shaw, Garry Marshall, Colin Wallace, Nicola Cleevely, Fiona Litchfield, Mary Watkins, Hazel Nield

Apologies:

Ann Berresford, Rob Parker, Joan Shadwell, Carolann Dyson, Anna Keir

	Item	Action	Date Raised
1.	Welcome – 2 new members Mary Watkins and Fiona Litchfield		
2.	Apologies		
3.	Minutes of the previous meeting were agreed by all. Actions on-going: Outstanding advertisers from fete booking – Check re Standard cheque Replace white gazebo with 2 pop-up ones when in stock Bramley Plan – still setting up committee – will contact us when ready Slips for parents information still coming into school office Padlocks still needed for shed Still awaiting leaflets for portraits	CS BR CD BR CD	22/3/10 22/3/10 22/3/10 22/3/10 22/3/10
4.	Review of Previous Events Disco – profit of £441 Bag2School – 500 Kilos – profit of £200 (Publish Dates in advance for Bag2Schhol – 4 per year)	BC	22/3/10
5.	Treasurers Report Account Balances:		

	Current Account £3,474.96		
	Reserve Account £19,983.66		
	Profits from events held:		
	Disco Feb 10 - £441.15 (up from £329.66 Feb 09)		
6.	Forthcoming events/Review Events calendar		
	Disco on 26 th March – Bec send out job sheet	BR	22/3/10
	June 5 th – Bramley Church Summer Fete – 2 x stalls (Wine Strap and Sweet Stall)		
	June 10 th – Bag2School		
	June 12 th – Sherfield Fete (1 Stall) – (Wine Wrap or stocks?)		
	Check whether stocks already at Sherfield event	BR	22/3/10
	9 th July – School Summer Fete – 5pm – 8pm		
	Need to make enquiries on Band as original Band unable to make it now	BR	22/3/10
	Kriss and Chris volunteered to do balloon modelling		
	Vehicle access and kitchen available from 1.30pm (no vehicle movement between 3.00pm and 3.30pm)		
	Ideas for stalls:		
	WII stall – run a leader board, £1.00 per go	BR	22/3/10
	Frisbee Golf in field space		
	Go Karts	CE	22/3/10
	Check with Julie Francis re Bar (Pete Francis)	BR	22/3/10
	Check whether we can obtain own Bar license	CS	22/3/10
	Kriss to help Clare with Summer Fete Brochure, chasing advertisers etc	CS/KR	22/3/10
	Book Bouncy Castle	BR	22/3/10
	Face Painting – make enquiries to see if 4-5 willing parents to run stall	BR	22/3/10
	Discos will run as usual		
	Fireworks – need to pay deposit to secure firework man	CE	22/3/10
	Annual AGM – Quiz Night		

	Advent Fair		
	Christmas Black Tie event – booked for Saturday 4 th December at Sherfield Oaks Golf Club	CE	22/3/10
	£35 per head (£10 per head profit) for 3 course dinner/1/2 bottle wine		
	Send out notification prior to Easter, asking for £35 deposit to secure place and ask for table nominations	CE	22/3/10
	Table Plan management	DP	22/3/10
12.	Any other Business		
	Produce Yellow moon flyer advising parents if they wish to purchase to collect catalogue from school office	CS	22/3/10
	Tea Towels for Christmas – make enquiries to costs and minimum order requirements	CS	22/3/10
	Text Messaging service to parents – make enquiries into costs of set up etc with Mary’s husband	CE/MW	22/3/10
13.	Next Meeting		
	Monday 10 th May 2010, 8pm at the Bramley Inn		