



FoBS Meeting Minutes 29th June 8:00pm Bricklayers Arms

Attendees: Trilby Fox-Rumley (TFR), Jen Dady (JD), Katie Lister (KL), James Johnson (JJ), Jen Natalie (JN), Mel Bradley (MB), Steph Gowers (SG), Candice Wolfson (CW), Jo Turner (JT), Lizz Carson (LC), Ben Melham (BM), Lyndsey Crusafon-Smith (LCS)

Apologies: Sarah Bax, Cheryl Hewitson, Vicky Lee

1. Summer Fair

- Everyone agreed the fair was a great success, total profit raised was £4,500.

2. Burfest (additional agenda point – Ben Melham arrived to discuss this event)

- Primarily a social event, not necessarily a fund raiser. In future years if it is well-attended, we can look at ways to make it raise more funds.
- Ben and committee have been researching venues and waiting on confirmed available dates. Currently looking at Saturday 23rd Sept 2023 at Esher Rugby Club. Hersham Social Club have a similar date.
- Question is – when is a good time in the year to do it. Agreed that around this time is good given that the venues (particularly ERC) can provide a catering manager, bar, beer keg option (if want a beer fest type event) therefore the required involvement from a volunteer group is not too onerous.
- Cost of ERFC c £250, plus band fee – all agreed this was very good value and worth getting the venue and date secured ASAP.
- Happy to go with comms pre summer holidays
- Ben has a band of around 12 volunteers that he has recruited, and a lot of Dads who are keen to be involved!

- Ben will have date fixed by next week with confirmation of the venue. Once that is done, we can further discuss food options, tickets, band etc.
- Nick Palmer has agreed to create a save-the-date graphic which we will need to get out in the next week to 10 days before the holidays and can also get the school to send to the parents of next year's reception parents.

3. New / Departing FOBS members

- Sarah Bax, Fi Whishaw and Emma Cairns are standing down. Agreed that we need to recruit for the following roles, Secretary, Class Rep Co-ordinator and more committee members.
- Stephanie Gowers and Jamie Mellor have volunteered to be co-Secretaries.
- Jo Turner volunteered to be Class Rep Co-Ordinator
- Lyndsey Crusafon-Smith, Candice Wolfson, Cheryl Hewitt have volunteered to be on the FOBS committee.

ACTION POINTS

- Ensure co-opting process followed for new members – TFR/JD
- Work out a list of stand-alone tasks that could be taken on by individuals – JD/TFR - OUTSTANDING
- Start working on a pre-AGM questionnaire for parents – JD/TFR/KL - OUTSTANDING
- Put together posters / planner for events to put in noticeboards and to distribute amongst parent community – JD/TFR/KL - OUSTANDING

4. Playground

- Having funded £20,000 worth of the new playground Mrs Adams has agreed that FOBS can have a small plaque fixed to the playframe structure.
- KL has found a suitable one, once approved, to order and arrange installation.

ACTION POINTS

- Send plaque link to Mrs Adams and arrange purchase – KL
- Take photos of playground for next newsletter - KL

- Produce last newsletter of the year – TFR/JD

5. FOBS Banner

- We now have a promotional roll-up banner to advertise what FOBs does. This was used successfully at the Summer Fair and also at the reception settling in session this week.
- Ideally would like it used at any parent facing event. It will be kept in the right hand shed, in the front left corner.

6. Quiz

- The plan was to re-schedule the quiz to Sept/early Oct. However, if Burfest goes ahead in Sept we will move the next quiz to Feb instead.

ACTION POINTS

- Fix the date for a new quiz once Burfest plan is in place. – TFR/JD

7. Fireworks

- Offered leadership to Jenny Ashmead again, however, she would prefer to help without having to lead.
- JD to lead – initial planning has started as follows:
 - all food vans booked
 - fireworks confirmed
 - lighting quote in
 - St John's Ambulance request in
 - Laser Quest booked
 - marquee booked
 - Contact made with the live band
 - Sponsorship package offered to Seymours
- Full committee to be formed ready for full meet in September when main planning and actions will take place.
- Feedback from LCS that glitter tattoos weren't great quality last year as they rubbed straight off. KL suggested we need to do more testing this year as the year before that they were really good.

- JT asked that stalls that can't have child "helpers" i.e. bar, should only be given to the older classes. All agreed.
- JJ asked that the back of the bar be taped off to stop kids wandering into that area.

ACTION POINTS

- Follow up lighting quotes (Vulcan v White Light) – JD
- Follow up with band – JA
- Add Fireworks Committee members to WhatsApp group and book first meeting in diary – JD

8. Cake sales / Tuck Shop

- MB said that the tuck shop was hugely successful, could we run it again? Also, very inclusive for allergy sufferers
- JD pointed out that there will be a cost in future – on this particular occasion we were selling off the left-over stock from Summer Fair.
- However, if we buy low cost Haribo mini bags and crisps, even if we don't make as much money, it would be nice to do this every 3rd or 4th time instead of a cake sale so that everyone is included.
- TFR asked as an allergy parent, would MB be worried about FOBS knowing their child had an allergy? At the moment we are not allowed to know the names of the children. Often the parents of those children would actually be able to more easily supply an alternative than FOBs trying to supply.
- MB said she would actually prefer if we knew who the children were so that we could get the most appropriate alternative in place (e.g. for sports day ice lollies, we had to buy multipacks and pay for delivery of specific non allergy lollies for just a handful of children, where their parents may have something suitable at home)
- JT asked if we can re-start Don't buy a Cake, Buy a Book initiative. LC said this was a Covid initiative and was actually a lot of work for the teachers to manage the wish lists.
- LC also pointed out that they have a lot of books either bought or on order so the initiative is not required at the moment.
- This also led to discussion re the book vending machine, when will it be stocked? TFR to speak to Mrs Brown.

- All agreed we would stick to cake/tuck and not buy a book. Next cake sale will be September, date and year group TBC.

ACTION POINTS

- Speak to school about possibility of sharing children names for allergy purposes – TFR
- Set date and year group for Sept cake sale – TFR/JD

9. Non-Uniform Day

- Smiles to Smiles asked us to hold a fundraising non-uniform day on 17th July to raise money for local families who may struggle during the summer holidays.
- JN asked if we can make all comms really clear that it is a full non-uniform, not one item, or red themed, or spotty or accessories etc as there are always questions on this!
- MB asked what's the process for deciding who these are held in aid of, e.g. would we be able to hold a non-uniform day to raise money for Beavers? TFR to find out.
- TFR also pointed out we should make all comms really clear what the cause is. i.e. what Smiles2Smiles do.

10. Year 6 Leavers Festival

- JD gave quick update, all main items are booked, last stages of planning happening and all ready for the 14th July.
- Leavers book content is being sent to designer at the end of this week, residential photos to be added when they get home on the 5th July.
- Hoodies finally arrived this week and everyone is very happy with them.

11. Leaver's assembly refreshments

- Miss Potterell asked if FOBs can host refreshments after the leavers assembly on 21st Jul.
- TFR pointed out that the timing (2:45pm) clashes with pick up on the last day of term. Many of the usual helpers will be at the assembly and wanting to take part in the celebrations.
- TFR suggested we set up a "self-service" refreshments table (squash, biscuits, juice?) for parents and pupils to help themselves.

- TFR, KL, LCS, SG, CW all said they can help set up.

ACTION POINTS

- Decide on and buy refreshments – TFR/KL/JD
- Check any other stock required, e.g. cups, plates etc – TFR/KL/JD

12. Christmas Cards

- This has been run for the last few years by Sarah Bax who will no longer be at the school next year.
- LCS asked whether we can look at a new supplier as the reproduction quality wasn't very good. JT agreed, also poor quality envelopes.
- JJ asked how much we make from this project – KL said approx. £700 so definitely worth doing.
- Sarah has a full hand over ready for someone else to pick this up – need someone to take this over.

ACTION POINTS

- Get handover notes from Sarah – JD
- Need a volunteer to take this on – TFR/KL/JD

13. Elfridges

- Mrs Adams has asked if we can take this back on as a FOBS project rather than being run by a teacher.
- JN was very keen to run this – and has suggested Paula Harvey might like to help with this!
- There is a project plan / notes for this, historically the gifts were always bought in the Jan sales and throughout the year to keep costs low.
- JD pointed out that a lot of last year's presents were ordered from Shein and shipped from China and would be good to get away from this sort of product.
- JD also mentioned there is a parent who has mentioned she may be able to help with the sourcing of sustainable/plastic free items – JD to put her in contact with JN.
- JT also asked if we can do a Santa Swap with another school? Paul (JT's husband) has been Santa for a few years and whilst he's still keen to be Santa for the day a lot of the kids have cottoned on that it's him. Can we

swap our Santa with a santa from another primary school? All agreed a good idea. – KL can ask on the local PTA whatsapp group.

ACTION POINTS

- Get handover notes from Miss Cherrington – JD
- Connect product buyer parent and JN – JD
- Ask about Santa Swap on PTA group - KL

14. FOBS shed

- TFR asked who it was that had the spare wheels for the fridge. JD thinks Emma Cairns brother. Check and get wheels for repair before Fireworks.

15. AOB

- None

NEXT MEETING THURS 13TH JULY, IN THE INCLUSION SUITE