



FoBS Meeting Agenda

Friday 22nd April, 9.30am

Inclusion Suite, Burhill School

Attendees: Fi Wishaw (FW), Trilby Fox-Rumley (TF-R), Jen Dady (JD), Kim Smith (KS), Sarah Bax (SB), Samira Ali (SA), Lizz Carson (LC), Rima Hassan (RH), Ella Leavy-Bell (EL-B)

Apologies: James Johnson, Katie Lister

1. Quiz night update

Cost from Golden Century has been confirmed at £8, this was also checked against other outlets and is a good price.

RH said did we want to look at using another shop for 2 deliveries to increase numbers.

Will use cutlery on site at venue, it will need to be washed up on the night.

Jo Turner and husband have volunteered to be quiz masters and also writing some rounds.

Action: FW to speak to fish and chip shop re numbers and timings again, just to confirm. If we need to look at a second outlet to support numbers will do so.

Action: SB / JD Book in a Tesco's/Bookers trip.

2. Summer Fair – Committee needed urgently

⇒ AP from meeting 28/03 – Contact Mary Sheldon as bake-off judge (JJ)

TF-R & JD running sign up stall after school w/c 25th Apr to encourage committee formation.

Ella and Kim volunteered to be on the committee.

Branded aprons only needed as prizes so don't need more than a handful, prices range from £6.50 - £12. Will organise nearer the time.

Action: FW to set up a WhatsApp group for those who have volunteered and look to see if there is an existing "cheat sheet" saved on the FOBS Google drive.

3. Queen's Jubilee

Jubilee badges are ordered and have arrived. JD to drop to school.

LC has lots of bunting, school will be decorated on the 26th May.

SA suggested a colouring or craft competition for the summer fair - Decorate a crown competition to celebrate the jubilee.

Baker Ross has Make A Crown kits, we could have entries (photos) sent in to FOBS, winner announced and prize giving at the summer fair!

Shortlist the best for display on the summer fair, winner per class and an overall winner.

Could also have this as a craft activity at the fair.

Action: Put a call out to help after school on 26th May to help the decorate the school for jubilee celebrations the following day.

4. Year 6 leavers update from committee member

From Rima Hassan:

Vauxmead is booked , 1pm – 8pm , event runs 2pm – 7pm.

Deposits down for entertainment (e.g. DJ & laser tag)

The committee have secured sponsorship from a local business, although RH was unsure of the value of this sponsorship, the team are confident that it will cover the cost of running the event as they are not planning to charge for entry tickets.

Parents will be funding the hoodies (£15)

Year 6 event has an additional £350 available to use, this was raised from the break the rules day.

Wristbands to make it feel more like a festival

Yearbook underway with photos being sent through from parents to a dedicated email address. GA also suggested sending speaking to phase leaders to get more pics from residential/events at school.

Action: FW to establish how much sponsorship has been secured and from whom

5. Mrs Brown's book vending machine request

GA said this is very important. Will put full proposal to the committee for vote on funding.

Men In Sheds (Weybridge voluntary group) have volunteered for the construction of "book boxes" like bird boxes but for books for forest school area, out the front etc, this is happening but may take a little longer until the volunteers have got the availability.

New bean bags have gone into the reading dens. Books are rotated in/out by the library.

6. Cake Sales

Will be next Friday – keep the money for FOBS this time, will be Year 5.

7. Break the Rules Day – how much was raised

£700 in total

Split half each DEC & Yr 6 leavers.

8. Spending update from our treasurer

Current cash in the bank - £27,000

Reserve needed for Fireworks = £10,000

Available = £17,000

Spend so far this academic year which hasn't been covered by income from a specific fundraising event (e.g. this excludes fireworks costs, Krispey Kreme sale costs, teacher treats, Year six leavers hoodies, tea towels)

£520 Jubilee Badges

£350 Mother's Day

£950 Nursery Playground

£3,900 Christmas (some of this will be offset by Elfridges contributions)

£1,800 Gardening/grounds

£1,600 PTA Admin Expenses

£3,650 Playground equipment

Total = £12,770

Committed spend:

- Year 6 leavers contributions - at least £2,000

- Library Spend - £1,000

- Assuming not reserving funds for mini bus

So, of the £17,000 available in the bank, we have approx £3,000 fully committed, (say £4,000 to be safe as Year 6 leavers might end up costing more.)

That means we have £13,000 left over and can afford to fund the book vending machine which is quoted at £2,120.

9. AOB

EL-B: Gardening. Front long bed is planted up. What's happening with the irrigation? We think Angie was watering but is there a longer term plan for this system to be brought back in to use?

Action: EL-B to speak to Lisa Winn.

SA: New ideas for fund raising. Silent auctions – would these work for summer fair/Christmas fairs? Decided they would be better for Burfest.

Burfest idea was revisited , decided it should be indoors as outdoors too weather reliant. Maybe at somewhere like Esher Rugby Club, you could have the option of a marquee as well, get local bands, a buffet or fish and chips.

Action: SA to look into a cost for hiring Esher Rugby Club for June 2023.

SATS breakfast – FW to get Emma Cairns to send a message to Yr 6 WhatsApp groups to see if anyone will volunteer to help with this.