



## FBSA Committee Meeting

Wednesday 13 January 2022, 8.00pm.

The Jubilee, Flax Bourton

# Minutes

**Attendees:** Clare Hartley-Hodge (CHH), Kate Brookbank (KB), Katherine Falconer (KF), Leah Wait (LW), Emily Gazey-Mitchell (EGM), Hannah Bodkin (BK), Donna Williams (DW), Rachael Hinton (RH), Jennifer Chard (JC), Philippa McFeat (PM), Monica Ogborne (OB)

**Apologies:** Lindsay Abley (LA), Bryony Hampton (BH), Sophie Harris (SH), Nick Baillie (NB), Will Aitken (WA), Emma Francis (EF), Sarah Nicholls (SN), Sarah Kinch (SK), Sarah Watson (SW), Amy Wilson (AW)

### 1. Welcome

CHH welcomed all to the meeting and thanked everyone for their hard work towards all the Christmas activities at the end of last term.

### 2. Minutes Agreed

Actions completed/superseded from last meeting.

### 3. Financial Standing

KF informed us that since our last meeting in November we have had the following income:

November Uniform Sales	£95
Christmas Card Sales	£533
Christmas Party	£532
Maple DVD	£16
TOTAL	£1176

In addition, we have had £290 from Gift Aid, £118 donation from the Flax Youth Club (some items were sold and the money donated to us), £80 CHH Facebook fundraiser birthday

donations, £500 Match funding donation and £400 from an anonymous donator, totalling £1388 in donations.

Expenditure includes, £101 on Christmas crackers, £300 deposit for the summer circus, membership fee to Parent Kind of £116 and planters for school £200.

KF reported that as of 14th January the PTA have a very healthy cash balance of approximately £15,500. With £3,000 allocated for Forest School spend, £3,400 to be spent on class trips & treats and £3,000 to be kept as a working buffer means that the PTA have a surplus of approximately £6,000. KF wanted to let school know and encourage them that this money is available to be spent now. Whether this be used for new ICT equipment, an outdoor reflection space or whatever the school would like to use it for. It was felt that we should not be continually fundraising for more money when we are not spending what we already have.

DW raised that ICT was a very big need in the school at the moment as was a new reflection area for KS2. It was also suggested that the tarpaulin company be chased so that we can get on and develop the outdoor space.

It was voted on by the PTA that we pay for Year 6 end of school hoodies this year, and going forward. We have always paid in the past, apart from last year. Whilst it is a cost we don't have to incur, it was considered to be 'a kind, farewell, thank you gesture' to all those parents who have gone through the system and generously supported the school and the PTA for numerous years.

#### **4. Christmas Fayre and Disco**

This was a fun festive evening for both children and parents. Taking place primarily outside for Covid reasons, the event did become much bigger than perhaps was originally planned. Successes of the night included the three children's discos that all went very well. DW mentioned particularly the exiting of children into Oak after the Disco went particularly smoothly. The Donkey rides were very popular, as was Father Christmas and the grotto, the Snow machine and also the provision of the burger van serving hot food.

Things that didn't work so well were the craft stalls outside, the choir that unfortunately could not be heard, generator issues affecting mulled wine and hot chocolate sales and the story corner that did not happen. A long queue was also an issue particularly for Father Christmas.

It was suggested that next year bringing the start time for the first disco forward an hour to 2.15pm. This means Reception & Year 1 are finished by 3.15pm, making way for Years 2&3 disco to get started earlier and so forth. This will result in an earlier finishing time for the whole event, hence less parents & helpers hanging around outside in the cold (especially those parents with children in three disco groups).

A suggestion to help combat the long queues outside for Santa was to bring Santa in to the disco hall. If he is placed on the stage, then at the end of the disco the children go up, collect their gift and exit.

If next year Covid isn't such an issue, it was decided that the event should probably go back to a simpler format of just disco and no outside entertainment. If Covid is still with us however, and an outside format is still required, then it was decided that we should not have the stalls and crafts. Just mulled wine, snow machine and Christmas music playing. To save on cost and unnecessary noise, we would not bring in the burger van, instead use our own in-house dinner lady (Rachel Job) who has volunteered to cook hot dogs for the event.

#### **5. PTA Events Raffle**

Figures are yet to be confirmed. This will be discussed at the next PTA meeting.

#### **6. Bags2School**

Taking place on the 14th January. Next time ask if we can store bags in the classroom to prevent them getting wet.

#### **7. Cake and Ice Cream Sales**

Cake sales continue, whilst Ice Cream will be sold in the summer. JC asked for an instruction pack providing details on set up, set down and finance form that can be forwarded on to parent volunteers across classes heading up stalls.

#### **8. Quiz Night**

The next quiz night was going to take place on February 4th, however it has been requested that this be postponed until government lift all restrictions.

#### **9. Second Hand Uniform Sale**

World book day is taking place on Thursday 3rd March where the children will have an opportunity to dress up. It has therefore been decided to hold the next uniform sale on the Friday 11th February where fancy dress items will be sold in preparation for this day.

#### **10. Flax Bake Off**

It was suggested that the 'Bake Off' be held as part of the Circus event taking place in June. Families could bake and bring their cake to be judged and sold at this big summer event. **KB to check circus contract that this will not conflict in any way.**

### **11. Easter Egg Hunt**

This is due to take place the same day as Well Being Wednesday, the 6th April. There is no curriculum apart from PE on this day, so it was considered a good time to hold the egg hunt.

### **12. Flaxathon**

This fundraising event is proposed to be held in the Spring on the North Somerset Showground. It will consist of a controlled walk to the ground in school time where children can take part in a fun run with eco-friendly confetti, coloured flour, water etc thrown at them whilst they run between different stations. The purpose of the run will be for children to raise sponsorship money for new ICT equipment. It was suggested that a portaloos be hired. The farmer has offered the field in March/April. **CHH to speak to Farmer and see if it can be held later as most of April is Easter holidays./DW to speak to Jane Bennett and confirm feasible dates.**

### **13. Break the Rules Day**

**DW to get back to us if/when this is happening.**

### **14. Flax Summer Circus**

Taking place on Sunday 12th June, burger van was previously planned similar to the Christmas fete, but CHH to enquire if Rachel Job will be happy to cook sausages from the school kitchen. In addition to the usual coconut shy stalls, the 'Bake off' event will now be included as an extra source of entertainment, plus donkey rides.

### **15. Fireworks Night 2022**

The carbon footprint for the Fireworks 2021 event has been calculated, however an offsetting company is still to be chosen and payment yet to be made. **BH / CHH to pick a suitable firm. KB to chase Taco Van as payment not yet received.**

The 2022 event is hoped to take place on Saturday 5th November, although not yet booked. The option of greener fireworks was discussed such as a light show with drones etc but cost would be a huge factor against this.

The need to discuss sponsorship exclusivity with Alexander Mae, was raised. If they are to continue to be sole sponsor it will now carry a cost. If they turn this down then we will consider other potential sponsors. **KB to talk to Rhodri at Alexander Mae about offering them exclusivity.**

## 16. Other Fundraising Ideas

To enable the PTA to have a permanent base for both storing and selling items, the use of a 'shipping container' was suggested. There is also the opportunity for it to be used as cafe in the future. Although this was considered a good idea, it was deemed logistically challenging as it would be on school grounds. However, CHH was encouraged to contact the council and enquire if something of this sort could be put on the land next to the school car park. **CHH to contact council and speak to Clare Merrick.**

## 17. Social Drinks

This event was postponed from Christmas. PTA members were encouraged to message CHH if in favour of doing a new year social event.

## 18. AOB

**Next PTA meeting scheduled for Wednesday 2nd March 2022**

Thursday 3rd March to be back up, CHH to confirm.

- KB to liaise with LA to finalise the Annual Calendar. CHH to update website.
- CHH to organise the PTA cupboard and introduce a labelling system.
- EGM to organise thank you cards for all sponsors of the Christmas event and going forward.
- CHH to give LA dad and Toby the elf £20 voucher each for their help at Christmas event.
- CHH to plug Facebook Fundraisers, to encourage people to do birthday fundraising for the school.
- PA system for the school still to be considered and confirmed.