



FBSA Committee Meeting

Tuesday 7 June 2022, 8.00pm.

The Jubilee, Flax Bourton

Minutes

Attendees: Lindsay Abley (LA), Clare Hartley-Hodge (CHH), Kate Brookbank (KB), Katherine Falconer (KF), Leah Wait (LW), Donna Williams (DW), Sophie Harris (SH), Monica Ogborne (OB)

Apologies: Emily Gazey-Mitchell (EGM), Hannah Bodkin (BK), Bryony Hampton (BH), Nick Baillie (NB), Will Aitken (WA), Emma Francis (EF), Sarah Nicholls (SN), Sarah Kinch (SK), Sarah Watson (SW), Amy Wilson (AW), Rachael Hinton (RH), Jennifer Chard (JC), Philippa McFeat (PM)

1. Welcome

CHH welcomed all to the meeting.

2. Minutes Agreed

Actions completed/superseded from last meeting.

3. Financial Standing

KF provided an update on the financial position. Income since last meeting:

Donation	£200 and £51.25 gift aid
May uniform sale	£187.00
Flaxathon	£12,473.79 plus £2,673.82 gift aid (tbc)
TOTAL	£15,500 approx

School spend has been approximately £2,000 including £750 on Jubilee celebrations (magician and theatre), £750 school book purchases, £579 PA system and £20 on carbon forest. Circus costs consist of the remaining balance of £1,200 to the circus and £300 for the donkeys. KF made clear that £4,671 has been paid to the school for the reflective garden where work is to commence imminently.

Current balance at the time of the meeting is £23,503. Of this, £15,100 is ear marked for the new IT equipment raised from the Flaxathon and £3,000 for the new canopy, both which are soon to be purchased. This leaves approximately £3,430 reserved for next years trips & treats plus £3,000 working buffer. Our surplus is therefore -£1,074 (as at the time of the meeting we had just paid circus & donkeys, but will soon get into positive figures once circus tickets are sold).

Big PTA XMAS Raffle

£33 raised from this. **KF to check payment has been received.**

New Request from school

It was brought to the attention of the PTA that Flax forest school requires more drip feed funding to support the continuing provision of this facility all year round. £250 per quarter is needed for general up keep and workshops. It was voted in agreement that from September 2022, £1000 be allocated to forest school.

4. PA system

This was purchased and tested at the Flaxathon. Everyone is pleased with it so far.

5. Flaxathon Review

All were in agreement that this was a hugely successful event. It exceeded expectations in every way and fun was had by all. Improvements that could be made include, paint bottles being filled up earlier in the day as they took much longer to fill than predicted, effective paint funnels sourced that have been tried and tested, plus a tarpolin to be laid over the hollow floor to protect it from paint.

ICT developments

School are looking in to the best financial option for ICT purchases. It has been raised that the school may be able to source some high quality, second hand office equipment that we can use. This would not only be an environmentally friendly option, but cost effective too.
DW to investigate further.

6. Second Hand Uniform Sale

On Tuesday 5th July, the September new Chestnut class will be in school. A second hand school uniform sale will take place at 11am and 2.45pm - items being sold at £1 a piece. Donations are being encouraged over the last few weeks of term, for Year 6 parents to donate old school uniform before they leave. **Year 6 reps to push on Whatsapp**

7. Ice Cream Sales

The success of selling ice creams vs cakes was discussed. Cakes seem to be more profitable, whereas ice creams require a lot more work in order to keep them at a saleable condition. It was decided that each class can decide what they wish to sell when it is their turn.

8. Bags2school

The next collection is Friday 24th June. Items to be dropped off usual place a few days prior. **CHH to oversee drop off's Tues, Wed, Thursday. EDM and SW to oversee actual collection on Friday.**

9. Break the rules day

Taking place on 24th June. **KB to update posters and distribute round school.**

10. Flax Summer Circus & Fayre

Taking place on Sunday 12th June.

Promotion - Tickets now live and ALL reps to promote this week.

KB to message and invite new chestnuts, Charlton nursery and Rainbows pre-school.

Stalls - Tombola to be manned by the Governors. **(ALL reps to encourage parents to bring in a bottle/chocolates/sweets to contribute.)**

Food - Hot dogs to be ordered by Rachael Jubb. These can be ordered in advance on the website or purchased on the day.

Bake Off - Bakes to be handed in by 1.30pm, for Judging to commence at 2pm. **CHH to organise prizes.**

Donkeys - DW to man the Donkey stand. Tickets to be sold at the FBSA stall only.

Chestnut	Bake Off
Year 1	FBSA stand, Jolly Jars & Donkeys
Year 2	Bean bags, Tin Cans, Face Painting
Year 3 & Year 5	Bar
Year 4	Coconut Shy, Ducks
Year 6	Strawberries & cream
Governors	Tombola, Lucky Dip

Volunteers needed for set up from 10am - 1pm and also set down from 4.30-6pm.

11. September Picnic

Proposed date is 24th September (12.30-3.30pm)

Sad bags for new chestnut starters to be organised for Friday 9th September.

12. Fireworks

KB to chase caterers.

13. Succession Planning

Discussions taking place for a new chair for Sept 2023. Feelers to be put out now to enable shadowing and effective hand over to take place.

14. Next Meeting and Thank you

The next meeting is to take place on **Wednesday 14th September**. CHH thanked all the reps and teachers for their faithful support and efforts throughout what has been a great year for the PTA. A big thank you was also given to CHH for her incredible commitment, enthusiasm and leadership in making it all happen - well done Clare!

15. AOB

This was not discussed at this meeting.