

**FBSA Committee Meeting Agenda****Thursday 23<sup>rd</sup> March 2023, 8.00p.m - The Rising Sun Pub**

	<i>Item</i>	<i>Notes / What we need to achieve</i>	<i>Who</i>
1.	<b>Welcome</b>	<ul style="list-style-type: none"> <li>• Thank you for help with quiz, SHU &amp; roller disco.</li> </ul>	CHH / ALL
2.	<b>Minutes – 19/01/2023</b>	<ul style="list-style-type: none"> <li>• Review previous meeting minutes               <ul style="list-style-type: none"> <li>- Microphone now delivered</li> <li>- Yr6 Hoodies now issued</li> <li>- Phonics books delivered</li> </ul> </li> <li>• Agree outstanding actions               <ul style="list-style-type: none"> <li>- Easy Fundraising</li> <li>- Pizza van Donation</li> <li>- Christmas Nativity Video</li> <li>- CHH to share Fireworks Marketing package info</li> <li>- Stage Team</li> <li>- Marquee for end of term 6?</li> </ul> </li> </ul>	CHH / ALL
3.	<b>Financial standing</b>	<ul style="list-style-type: none"> <li>• FBSA current financial standing</li> <li>• Grant Applications</li> <li>• New school requests (Coronation, ICT Overspend)</li> </ul>	KF/DW/JW CHH
4.	<b>Quiz Night</b>	<ul style="list-style-type: none"> <li>• Feedback</li> <li>• Add, Lose, Keep?</li> <li>• Prizes for winning team – Drink and pudding at Summer event?</li> </ul>	CHH/ALL
5.	<b>Review of Roller Disco</b>	<ul style="list-style-type: none"> <li>• What went well? What can we improve? What should stay the same? (Timings, staffing, music, snacks etc)</li> <li>• Offer termly? Arrange dates.</li> </ul>	CHH/RR/ ALL
6.	<b>Review of Second Hand Uniform &amp; World Book Day Sale</b>	<ul style="list-style-type: none"> <li>• What went well? What can we improve? What should stay the same? Volunteers/Location</li> <li>• Date for sort out.</li> <li>• Next Sale Fri 21<sup>st</sup> April</li> </ul>	CHH/ALL
7.	<b>Easter Egg Hunt &amp; Break The Rules</b>	<ul style="list-style-type: none"> <li>• 30<sup>th</sup> March</li> <li>• CHH to buy choc</li> <li>• CHH &amp; KB doing Egg Hunt ?Timings</li> </ul>	CHH/DW
8.	<b>Life Bags</b>	<ul style="list-style-type: none"> <li>• To be looked into</li> </ul>	CHH/ALL
9.	<b>Summer Production Videoing</b>	<ul style="list-style-type: none"> <li>• Recording rights?</li> <li>• Professional or in house?</li> <li>• Demand?</li> </ul>	CHH/DW
10.	<b>Cake Sales</b>	<ul style="list-style-type: none"> <li>• Review – any questions?</li> </ul>	CHH/ALL



11.	<b>Film Nights</b>	<ul style="list-style-type: none"> <li><i>Dates TBC &amp; Logistics</i></li> </ul>	CHH/DW
12.	<b>FBFC – Flax Football</b>	<ul style="list-style-type: none"> <li><i>Contracts have been drawn up and all checks completed.</i></li> <li><i>Children enjoying participation already</i></li> <li><i>How we plan to ring fence cash &amp; ensure payment.</i></li> <li><i>Volunteers for Yr 3/4 Team</i></li> <li><i>Check contract with FBSA – retrospectively.</i></li> </ul>	CHH/KF/ Josh Brown
13.	<b>InFLAXus Games</b>	<ul style="list-style-type: none"> <li><i>Date 24<sup>th</sup> May</i></li> <li><i>Sponsorship &amp; Clarification (stage lighting/school projector/stage curtains/outdoor learning spaces)</i></li> <li><i>Inflatables booked (£460)</i></li> <li><i>Medals?</i></li> <li><i>Confirm set up/down times</i></li> </ul>	CHH/DW/ ALL
14.	<b>Summer Event</b>	<ul style="list-style-type: none"> <li><i>Date 17<sup>th</sup> June</i></li> <li><i>Mobile Farm</i></li> <li><i>Puppet Show?</i></li> <li><i>Dog Show</i></li> <li><i>Rosettes/Trophies – Categories?</i></li> <li><i>Bake Off - Prizes</i></li> <li><i>Fayre Games</i></li> <li><i>Donkeys?</i></li> <li><i>Ice Cream Van</i></li> <li><i>Rachael?</i></li> <li><i>Entry Fee for comps?</i></li> <li><i>Entry fee for event?</i></li> <li><i>Raffle strips for games etc</i></li> <li><i>Stalls?</i></li> </ul>	CHH/ALL
15.	<b>Jane Bennett Leaving</b>	<ul style="list-style-type: none"> <li><i>FBSA to organise opportunity for Parent Farewell afternoon in hall.</i></li> <li><i>Leaving book, video for projector, a couple of low key speeches? Tea/Coffee &amp; biscuits</i></li> <li><i>Thurs 20th Afternoon.</i></li> <li><i>Shhhh -This is a surprise Event! (I think!)</i></li> </ul>	CHH/DW/ ALL
16.	<b>Fireworks Planning</b>	<ul style="list-style-type: none"> <li><i>18:30 Fire time Booked (£3700)</i></li> <li><i>Paramedic Booked (£245)</i></li> <li><i>Fireworks sponsorship next year</i></li> <li><i>Book food stalls &amp; Rachael</i></li> </ul>	CHH/ALL
17.	<b>Succession Planning</b>	<ul style="list-style-type: none"> <li><i>Current Core Committee stepping down in Oct 23.</i></li> <li><i>Introduction to new Team</i></li> <li><i>Arrange Handover Dates &amp; succession plan.</i></li> </ul>	CHH/ALL
18.	<b>Next Meeting</b>	<ul style="list-style-type: none"> <li><i>Date TBA</i></li> </ul>	CHH/ALL



19.	AOB	<ul style="list-style-type: none"> <li>• <i>FBSA End of Year Drinks</i></li> <li>• <i>Handwashing costs</i></li> <li>• <i>Bags2School - 12<sup>th</sup> June booked</i></li> </ul>	CHH/ALL
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## **Annual Calendar of Events and Dates for your Diary**

Fri 16th Sept - Uniform Sale  
 Sat 24th Sept - Picnic on the Lawn  
 Fri 4th Nov - Fireworks  
 Fri 2nd Dec - Uniform & Xmas outfit Sale  
 Fri 9th Dec - Xmas Disco  
 Fri 6th Jan - Bags2School - TBC  
 Fri 24th Feb - Uniform & WBD/Fancy Dress Sale  
 Fri 24th Feb - Quiz Night  
 Thurs 30th March - "Break The Rules Day" and Easter Egg hunt  
 Fri 21st April - Uniform Sale  
 Wed 24<sup>th</sup> May- InFLAXus Games  
 Mon 12th June - Bags2School - TBC  
 Sat 17th June - Summer Event & Bake Off  
 June "settling in" Day - Chestnut Sept 23 Uniform Sale - TBC  
 Thurs 20th July - Party in the Park (after sch)

Cake Sales: Sycamore - 7th Oct Oak - 21st Oct Chestnut - 11th Nov Maple - 2nd Dec Willow - 13th Jan Beech - 27th Jan Elm - 10th Feb	Cake/Icecream Sales Sycamore - 24th Feb Oak - 10th March Elm - 17th March Beech - 21st April Willow - 5th May Maple - 19th May Chestnut - 16th June
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