



FLAX BOURTON SCHOOL ASSOCIATION

FBSA Committee Meeting

Date: 14/11/23

Time: 20:00

Location: The Angel

Attendees: Emma Ghent (EG), Abi Henderson (AH), Emily Gazey-Mitchell (EGM), Mark Francis (MF), Fiona Furzeland (FF), Laura Aitken (LA), Donna Williams (DW), Roz Rendall (RR), Charli Awde (CA), Ben Ballisat (BB), Tracey Macalinden (TM), Posy Simmons (PS),

Apologies: Amelia Taylor (AT), Jane Rana (JR), Natasha Potter (NP), Felicity Gibbs (FG), Adam Crooks (AC), Polly Brown (PB), Sarah Nicholls (SN), Becky Gibbs (BG), Gemma Graham (GG), Sarah Ballisat (SB), Megan Carr (MC), Phillipa McFeat (PM)

Item	Description of Discussion	Action
1. Welcome	AH	
2. Minutes Agreed	No outstanding actions	
3. Financial Update	<p>AH - Event Review – Fireworks – good team – quick, helping – lovely feedback – very clean post school DW - parking out the front biggest issue – walking bus/local businesses. Sign up sheet great PS/ RR can't un volunteer. £4350 profit. More donations. Companies thanked too. Cakes by AH to say thanks by making cakes</p> <p>Piggy Jars – success – kids loved it – teachers competitive DW - £608 profit – willow won and had a yes day.</p> <p>MF – more ins than outs! £27500 in bank. £21000 ring fenced (£900 football/£6500 curtains/£1000 keyboard/£1600 trips/£1700 treats/parent kind membership/£500 Y6 hoodies/£1000 Laptop Trolley/£240 basketball hoops/£1000 chestnut reading corner/£1000 chestnut playhouse)– allocated. £3300 surplus.</p>	EG - Check re pennies

<p>4. School Spending Requests</p>	<p>£1200 dining tables x 4 - £4800 – Passed.</p> <p>KN has quote for curtains. Won't be here for Christmas</p> <p>ES purchasing keyboard</p>	<p>FBSA to take some of old tables for events</p>
<p>5. Upcoming events</p>		
<p><i>Christmas Cards</i></p>	<p>EGM – All ordered</p>	<p>Reps to send out reminder for people to pay</p>
<p><i>Polar Express 'Themed night'</i></p>	<p>1stDecember – location - £150 hub suitcase cinema – film licences? – PS safeguarding - EG approached LA cinema for equipment/potentially host – Thursday latest for TEN. AH core committee for it – anyone else interested?</p>	
<p><i>Christmas Fair</i></p>	<p>Last 3 Friday's - 1st/8th/15th after school. Ideas; reindeer food, splat the elf, knock the elf of the shelf, hot choc, mulled wine, cakes. Lucky dips – sprouts and gifts. Candy Cane game – box with them in. Decorate gingerbread man. Christmas Tattoos Small donations.</p> <p>RR – 1st Dec – cake sale/school uniform!?</p> <p>15th – NOW ONE night for all festivities – whilst disco on – each class has a stall – some will have drinks and games and some games. 3:15-6pm</p>	<p>Oak – Knock Elf of Shelf Sycamore – Bar – Drinks Elm- Splat something Beech – Mulled Wines Willow – Christmas Decorations Chestnut – Candy Cane Game Maple – Sprout Lucky Dip</p> <p>EG – to do volunteer sheet</p>
<p><i>Christmas Disco Friday 15th December</i></p>	<p>DW to ask class teachers to stay for year groups. They wear Christmas Disco clothes to school that day. Father Christmas coming and a chocolate. Ticket price £5 - £3 donation for reception/Y1</p>	<p>DW to let us know if more volunteers needed for disco</p>
<p><i>Gatcombe Farm Christmas Fair – Tuesday 12th December</i></p>	<p>EG – big fair – Buy a Christmas Tree and decorate a theme – win cash £100 and auction it. Miss Lawrence singing volunteers to sing at the event. Peace Theme.</p>	<p>EG/DW to organise.</p>
<p><i>Christmas Jumper Day – Wednesday 13th December</i></p>	<p>Step into Christmas alongside – step's to break the rules e.g. hats, nails, tights, Christmas snacks.... Festive Cheer for free!</p>	<p>FBSA committee on there</p>
<p><i>Roller Disco – 24th November</i></p>	<p>Posters up. Tickets on sale. MF marshalling/skating. JR help RR.</p>	<p>LA to send stock to RR</p>

6. Cake sale/bags 2 school/uniform sales/football updates	School Uniform Sale aswell on 15 th . Sum Up Machine MF to buy second one - £45 - approved.	
7. Additional fundraising	Easy Fundraising. Use link to do online shopping – and some goes to school.	RR to do a plug for reps to share
8. Events Further Ahead	February 24 th – Bingo Night. TBC details	
9. Next Meeting	Christmas Drinks postponed. Tues 30 th January next meeting Angel	
10. AOB	<p>Parent Kind Membership</p> <p>Carbon Neutral Payments – better way to do this?</p> <p>School Christmas Tree</p> <p>Mrs Gregory Leaving – facebook collection.</p> <p>Cake Sales</p>	<p>FF to look into</p> <p>MF</p> <p>EGM to chase AT if can get</p> <p>EGM to do and share</p> <p>Class reps to let teachers aware. Be sensitive to dietaries.</p>

TEACHER REQUESTS SPENDING

Backlog Requests	Approved	Paid
Curtains (KN obtaining quote)		
Keyboard (ES agreed to purchase)		

LATEST FINANCIAL VIEW

Bank Summary					
Bank Balance as at: 10th Nov 23					27,555
Reserve Account as at: 10th Nov 23					2,034
One off	Ringfenced for Football	Ongoing	One off	-	917
	Stage curtains and other drama/hall spending	TBC	One off	-	6,476
	Keyboard	TBC	One off	-	1,000
	Remaining Fireworks items		One off	-	2,316
	Tables			-	4,800
	Laptop trolley			-	1,000
	Maple book corner			-	800
	Basketball			-	240
	Chestnut playhouse			-	1,000
	Carbon offsetting - £10.41	Monthly	Monthly	-	125
Annual	Yearly class spending for trips	TBC	Annual	-	1,680
	Yearly class spending for 'treats'	TBC	Annual	-	1,750
	Xmas Card	31-Dec-23	Annual	-	1,303
	Life Skills - £216 - for year 6 already paid 2023	06-Nov-23	Annual	-	-
	End of year hall hire	21-Jul-24	Annual	-	70
	Lottery License	31-Dec-23	Annual	-	20
	Parentkind membershiup	TBC	Annual	-	140
	Year 6 hoodies	01-Jan-24	Annual	-	555
	Chestnut welcome bags - £25 - already paid for 2023	01-Sep-24	Annual	-	-
Total Commitments 2023/2024					- 24,191
Available Funds					5,398