



FLAX BOURTON SCHOOL ASSOCIATION

FBSA Committee Meeting

Date: 17/10/24

Time: 19:30

Location: Flax Bourton Primary School

Attendees: Emma Ghent (EG), Abi Henderson (AH), Laura Aitken (LA), Donna Williams (DW), Roz Rendall (RR), Ben Ballisat (BB) Adam Crooks (AC), Mark Francis (MF), Lisa Anthony (LisA), Felicity Gibbs (FG), Charli Awde (CA), Steph Wolff (SW), Delia Wakeford (DSW), Freya Geall (FG), Hannah Bodkin (HB), Ally NG (AN)

Apologies: Emily Gazey-Mitchell (EGM), Fiona Furzeland (FF) Sarah Ballisat (SB) Posy Simmons (PS), Jenifer Chard (JC), Becky Gibbs (BG), Emma Hulmes (EH), Sarah Nichols (SN), Meg Carr (MC) Vic Coyne (VC)

Item	Description of Discussion	Action
1. Welcome	Introductions – AH/EG Review minutes from last meeting	
2. Minutes Agreed	Confirmed £200 cost for the years to maintain chicken (budgeted £280) by DW	SL/DW still to provide feedback on enrichment plans per class of FBSA funds SL/DW to get cost of football goals - Could we use football grant JB got for football goals? -
3. Financial Update	Michaelmas & Cake Sale raised £430.93!! Penny wars - still in progress – 23.10.24 count up Barn dance cancelled – can't leave too last min for tickets – deadline for ticket sales, early bird.	
4. School Spending Requests	Term 6 school reviewed PE curriculum – real PE curriculum outdated – looked at a different scheme, decided to go for one after reviewing many. Had no funds at time, so FBSA did a	Potential for FBSA to fund Y1 garden. Quotes for Y1 playground – FG has

	<p>£200 temporary loan. Very good scheme, tennis, hockey, indoors/outdoors, tag rugby, football. DW wants to know if want the money back or if FBSA fund it. Agreed for FBSA to fund.</p> <p>Changed in constitution that teachers can ask for educational financial support due to lack of funding this year</p> <p>Sing up purchased/I tunes which was already agreed.</p>	<p>a quote for it to be fixed ASAP, AC aswell to get a quote, and then needs to be voted.</p>
5. Upcoming events		
<p><i>Fireworks</i></p>	<p>in place already:</p> <ul style="list-style-type: none"> • Vendors – all confirmed; pizza, pasty van, pancakes, ice cream (no brain spray), toffee apples, Krispy crème doughnuts, • Firemagic <p>-Parking a nightmare last year so looking to have wardens/contact local business</p> <ul style="list-style-type: none"> • Insurance • Risk Ax • Paramedic • Ticket Sales - update so far – almost sold out. Feedback has been posted in village groups, how to keep just to school family. Diff prices for locals v school families? Last min ticket sales will come up reps to make parents aware • Lights/Barriers • Raffle prizes - can some be saved for Christmas silent auction? • Bar & Licence – licence apply 18/10/24 and bar sourcing LA/EG • DJ – sourced proper sound system • Facepainting • Stalls – local sales people, school kids crafts, MB macramé? • Crafts • Games: Kids Tombola • Letters to neighbours <p>Still to do:</p> <ul style="list-style-type: none"> • Volunteer sign up to be filled by half term • Raffle ticket sales (starting next week) – back of sycamore and push volunteers. Cash and card. • PCSO Support on the night? • Purchase of Bar snacks - popcorn, crisps, Krisy Creme doughnuts 	<p>Agreed firework funds raised will go towards Field project DW to write statement to push volunteers to support biggest fundraiser of year.</p> <p>DW to confirm how many school free meal families are left</p>

	<ul style="list-style-type: none"> • Purchase protective floor covering • Bins (AH) – looking to get banks of bins to help with bins – and notes to ticket holders to respectfully use rubbish bins. • Organise cloakroom clearance on the day • School open/closure for tidy up on Sat 9th <p>Set up:</p> <ul style="list-style-type: none"> • Time onsite - 1pm • Firemagic site check 2/2:30pm • Barriers/lights 1-2pm • DJ - 4pm - Elliot building • Raffle area • Steward check-in - hi vis/walkie talkies • Craft area - ?Beech • Games – Hall • Stalls - Top of Willow/Beech steps • Fenced off areas • Car Park Safety – traffic cones (AH) • Site clearance – benches etc • Floor covering • Vendor locations • Signage • Bins <p>Set down:</p> <ul style="list-style-type: none"> • Hall cleared and swept • Carpet protection lifted • Benches etc back in place • Recycling to be taken off site • Bins washed out if needed • Car park cleared of debris • Loo checks • Vendors/ambulance directed off site • Lock up • Site clearance -next morning 	
Spooktacular Disco	<ul style="list-style-type: none"> - Ticket sales good - Needs a few volunteers? - All food/drinks ordered - Tuck shops/themed stuff/bar 	LA to do TEN licence
6. Cake sale/bags 2 school/uniform sales/football updates	£917 left of football grant	MF to discuss with JB what to do with fund, EG/AH to do a shout out to other parents to help with getting football going again as have the funds
7. Additional fundraising	Fund matching. If volunteer then they can match fund	AH to send a poster along with volunteer for

	RR to do quiz night and curry at the hall – end of Jan. Bingo 8 th March Sat.	fireworks to remind people.
8. Events Further Ahead	<ul style="list-style-type: none"> • Xmas Disco & Fayre plus Father Christmas visit - Fri 13th – same format as last year. EG has another sponsor £300 (£80 per class) agreed for Christmas books. • Xmas Cards - in progress 	
9. Next Meeting	<p>Mon 18th Nov Thurs 16th Jan Mon 17th Mar Thurs 8th May</p>	
10. AOB	<ul style="list-style-type: none"> • FG has raised school tea towel idea as a Christmas gift – teachers would need to get them to do pictures – DW said possible. LisA mentioned tote bags? • SL/DW raised parents evening craziness – on whats app shared and caused website crashed – office called and emailed. Reps discourage sharing link. 	

TEACHER REQUESTS SPENDING

	Approved	Paid
Funds raised for fireworks to go towards track around field	TBC amount but all funds raised	
Y1 garden project	Need quotes before approving	