Friends of Bury School (FOBS)
Charity number: 1035178

MINUTES OF A MEETING OF THE BOARD HELD IN PERSON ON SEPTEMBER 26th 2023 AT 6.30 PM (BST)

Present:

Tracy Hickman (TH) Chair	**Bernadette Mead (BM)**
Rachel White (RW)	**Bethan Vaghela (BV)**
Adrian Day (AD)	**Kathryn Harbour (KH)**
Emma Heanes (EH)	**Lindsay Bainbridge (LB)**
Shakira Coulston (SC)	**Susie Crago (SC)**
Lizzie Jones (LJ)	**Vivien House (VH)**

---

1. ATTENDANCE / APOLOGIES

Kelly Nott and Mary Nash sent apologies.

2. REVIEW AND APPROVAL OF MINUTES OF PREVIOUS MEETINGS

The minutes of the last meeting were approved.

3. OUTSTANDING ACTION ITEMS

There was nothing specific.

4. TREASURERS REPORT.

RW presented an overview of the current financial report and set of accounts to be submitted and provided a summary of total amount of donations received and amounts expensed.

RW introduced Adrian Day to the committee. **RW** explained that as outgoing treasurer she would like to propose Adrian as her successor. The committee **approved** Adrian as new treasurer by unanimous vote.

RW noted that there was currently an issue with submitting the annual charity accounts through the government site ahead of their due date and that this would now be passed to **AD** to submit in the right timeframe.

EH thanked **RW** for all the hard work that had been put in during her tenure and welcomed **AD**.

5. ON GOING PROJECTS

A discussion took place around projects to be considered for funding and what the prioritisation for fundraising should be.

EH explained that 16 iPads had been procured and that a further 16 were still needed as an immediate priority.

BV stated that she had confirmed a £2k donation would be made by the Ramsey Rotary. **BV** explained that as part of the application for funding it was stipulated that the money be spent on wind chimes, a rain wheel and the remainder for iPads.

The committee then took a tour of the playground and held a discussion around a potential outdoor classroom as well as the need for replacement or additional play equipment.

EH explained to the committee that during a recent inspection a seated area of the playground had failed safety standards and that she felt this space would be a good area to redevelop into an outdoor all weather classroom space. **EH** also explained that there would potentially be the need to redevelop other play areas in the playground at some point.

The committee **agreed** that an outdoor all-weather classroom would be a great addition to the school and that this alongside the iPads would be the fundraising focus.

LB stated that there was a company from Northampton called Timotayplayscapes that specialised in outdoor spaces. **LB** agreed to reach out to them to try to arrange a site visit.
KH agreed to speak to family around the potential of making a solid roof.

TH proposed there be an exploration of companies that might offer grants to develop external spaces. **EH** agreed to add a note to the newsletter asking parents to check the companies they work for to see if any of them offer grants.

6. FUNDRAISING IDEAS

The committee discussed potential fundraising ideas and it was agreed that there were a number of regular items that could be held over each term.

- A disco for each key stage every quarter.
- Movie Night every quarter.
- Christmas Fair
- Raffle at Christmas coffee afternoon – TH proposed that chocolate products be requested for donation similar to that of the Easter Raffle. The committee agreed.
- Christmas product ordering from MyChildsArt
- Donuts – A discussion was held as to the benefit of donut ordering and it was agreed to just do this once in the year in February half term.
- Easter Egg Raffle
- School BBQ

KH provided an update on the Glitter Ball. **EH** agreed to add the information to the weekly newsletter.

Other proposed ideas
Name a giant bear at Christmas
Name a giant rabbit at Easter

Stall for sports day to include pictures, ice creams.
This would be discussed later next year once the date for sports day had been set.

KH agreed to source stuffed animals for a name the bear at Christmas.

KH agreed to draft a note for the newsletter with regards to FOBS and the glitter ball and also send a list of the agreed dates to Mrs Mayo.

7. DATES FOR THE DIARY

The following dates were aligned with EH and LJ with the school calendar:

2023		
October 12th	School Disco	KSI - 17.30 - 18.15 KS2 - 18.30 - 19.30
November 18th	Bury School Christmas Fair	Venue TBC
December 8th	Movie Night	
December 15th	Coffee Afternoon & Chocolate Raffle	

2024		
January 16th	FOBS meeting	
February 9th	Donut Day	
February 16th	Disco	KSI - 17.45 - 18.30 KS2 - 18.45 - 19.45
March 21st	Coffee Afternoon & Easter Egg Raffle	
March 22nd	Movie Night	
May 17th	Disco	
June 21st	School BBQ	

Other Action items

TH to request and confirm parent help for disco on October 12th.

EH to reconfirm with **TH** that the Christmas Fair would be held at the school.

8. ANY OTHER BUSINESS

TH asked the committee's opinion on supplying chocolate selection boxes alongside having Tara the elf come into school again.

The committee **agreed** to both. **TH** to review the cost of selection boxes or if there was a more cost effective alternative.

TH noted to ask Cherry Harvard about availability of the Christmas Elf to come into school again.

The committee **agreed** to donate £50 to the school to cover the cost of tea and coffee for future events.

9. CONFIRMATION OF NEXT MEETING

It was agreed that January 16th would be the date of the next meeting.

10. MEETING CLOSE

There being no further business, the meeting was closed.