

MINUTES OF BROOKHURST SCHOOL ASSOCIATION

Date: Thursday 16 June 2011

Time: 7.30pm

Venue: Cricketers, Leamington

Attendees: Gill Weeks, Sally Butt, Morag Clarke, Jo Grundy, Jim Thomason, Rowan Fisher

Apologies: Christine Hawley, Sarah Till, Morag Clarke, Linda Hassall, Tracy Kewley, Gail Lindsay

| Agenda Item | Notes | Action & Person | Deadline Date |
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| 1. Present and apologies | As above. Morag thanked everyone for coming. | | |
| 2. Minutes of last meeting and matters arising | <u>Buddy bench:</u> TK has ordered 2 benches: 1 for KS1, and 1 for KS2, and these will be delivered early July. The benches will need to be bolted down. A note to go out to parents to see if anyone has tools/expertise to be able to do this. AS will ask school council where they should go. | Note to go out (in school newsletter?) about volunteers to bolt the benches down. | As necessary |
| | <u>Grounds Project in Spinney:</u> JT confirmed that £200 has been set aside in the accounts as a commitment for the Spinney Project. A weekend still needs to be set aside and volunteers recruited for this project. | GL to confirm date for Spinney weekend with Linda Wythe. Volunteers needed | By next meeting |
| | <u>Outstanding Expenditure Requests:</u> The finances have now been confirmed with JT (see Treasurer's Report, below). See item on expenditure requests for more info on the outstanding expenditure requests from 22 March. | | |
| | <u>Class Photos:</u> have now been taken. It was noted in the meeting that some felt the quality this year was lower than previous years. Some felt that a more traditional style might be preferable. JG offered to feed back to the photographer regarding people's thoughts on both these issues. | JG to speak to photographer | March 2012 |
| | <u>Photos:</u> At the last meeting, TK offered to email some photos from the Easter Event to Pat for the Brookhurst website, as the current BSA ones are out of date. TK hasn't had time yet, action to be carried over. | TK to send photos of Easter Event to Pat | By next meeting |
| | <u>BSA Chair:</u> nobody has come forward to volunteer as Chair of the BSA. It was reported that, if no-one was found to take the position in the new school year, the BSA would be put on hold. | | |
| | At the last meeting GW offered to research charities who would refurbish the bikes in future. She reported that Action 21 in Sydenham is a charity who would repair bikes in future. She was asked to pass this info onto the Foundation teachers. | GW to pass info about Action 21 to Foundation teachers. | |

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| | <p><u>Summer Fair:</u> In the minutes from last meeting RF incorrectly reported that GW would donate prizes for a lucky dip. GW can organise the Lucky Dip prizes, but cannot donate them.</p> | | |
| 3. Year End Accounts | <p>Copies of the year end accounts produced by Jane Smith were circulated and approved, signed and returned to Jane Smith. Copy attached.</p> | | |
| 4. Treasurer's Report | <p>See full Treasurer's Report for full details. We have £7,173.33 in the bank, minus commitments of £6,618.89 leaves a total of £554.44 to spend.</p> | | |
| 5. Expenditure Requests | <p>Jason Anslow requested £90 urgently to go towards costs for taking a group of Yrs 5 and 6 to Edgbaston to see the 20/20 cricket. This is something we have paid for in the past.</p> <p>These are the expenditure requests still outstanding that were made at the meeting on 22 March:</p> <p>Jude: Net book computers at £450 each, as many as we would like to buy!</p> <p>M Jacobs: £300 Online Maths subscription</p> <p>L Whythe: £1,000 Science Equipment including Books and DVDs</p> <p>M Jacobs £700 Maths resources for whole school.</p> <p>We are still short of funds to pay for all of these. It is hoped that income from mini summer fair (24 June), Buddy Bench Bounce (1 July), Line Dancing (16 July) and Brookhurst Ball (24 Sept) will increase funds available. These expenditure requests will be carried over to the next BSA meeting in September.</p> | <p>£90 Agreed. RF has emailed JA to let him know.</p> | |
| 6. Feedback | <p>Gill's Science Fair raffle: brilliant prizes, made a good profit of £55.83, with £83.50 taken at the raffle and £27.67 paid to GW for the prizes. The idea of tying in with events run by school when parents attend was a good one as you have a 'captive audience'. Everyone was asked to keep a lookout and think about future opportunities of this kind. GW reported that some prizes were left over that could be used in the Christmas Fair Santa's Grotto. Thanks to Gill, Amanda and Jim for their help in running the science fair raffle.</p> <p>2nd hand uniform sale: This took place at the new parents' evening on 15 June. A profit of £38 was made. Thank you to Linda for spending a lot of time sorting, mending and cleaning the donated uniform. Thank you to Linda, Alex, Gill and Jo for giving up their time on the night to sell.</p> | | |

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| 7. Future Events | <p>Summer Fair: Friday 24 June. This event will run during the lunch hour on sports day. Organised by TK and RF. RF made a plea for more people to come forward to help with running stalls, setting up and clearing away. SB volunteered to help.</p> <p>Sponsored Bounce: Friday 1 July in the morning. GL is organizing. GL needs 2 volunteers to help with serving squash and biscuits to the children.</p> <p>Bugsy Malone: Fri/Sat 8 and 9 July. The BSA will run a refreshments stall in return for donations. GL will do this on Friday. JG offered to do this with her at the meeting. Volunteers still needed for the Saturday night.</p> <p>Line Dancing: Saturday 16 July. Organised by RF. 'Wild Bill' is giving his time for free to run this event for adults. Again, volunteers are needed to help on the night.</p> <p>Brookhurst Ball: 24 September. 69 tickets sold so far. We need 80 to break even. Everyone was asked to promote the Ball in the playground, etc; it was felt that several more people were intending to come but had not yet purchased tickets. This needs to be done soon. Amid rumours of the Ramada going into administration, both the Chesford Grange and the Pump Rooms are being held in reserve as venues, so this event will definitely go ahead.</p> <p>Fireworks: have been booked for Sat 5 November, as has been reported in previous minutes. JG offered to talk to St John's Ambulance and local police about their attendance.</p> <p>Other future events discussed: possible ideas for a treasure hunt and BBQ, Brookhurst Olympics or a Beach Party were all discussed. To be kept on hold and discussed at future meetings.</p> | <p>Volunteers needed asap; speak to RF or TK</p> <p>RF to send info re: floats needed to JT asap</p> <p>Volunteers needed asap. Speak to GL.</p> <p>Volunteers needed asap. Speak to GL.</p> <p>Volunteers needed asap; speak to RF</p> <p>All to continue promoting this event.</p> <p>JG to talk to St John's Ambulance and local police about their attendance.</p> | <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>By next meeting</p> |
| 8. Newsletter | TK will produce another newsletter before the end of term. | TK | Before the end of term |
| 9. Class Reps feedback | Yr 2 mums' night out is planned in July. SB offered to organise a Foundation mums' night out before the end of term. A Yr 1 mums' night out is also being planned (date tbc) | | |
| 10. AOB | RF reported that, when she phoned Warwick Castle for raffle tickets for the summer fair, they refused initially because they claimed that someone called Rebecca had already been given some. Does anyone know anything about this? As they were sent to the school it is not thought that there is anything untoward about this, though. | | |

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| 11. Next meeting | Thursday 29 September, 7.30 pm, Brookhurst School All welcome | <u>RF to promote</u> | |

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