

BSA AGM, Thursday 23 November 2023

Tennis Club and online via Zoom

Attendees: John Harper, Leah Harper, Sarah Allen-Reading, Gill Moore, Helen Baldry, Nicki Scott, Claire Hone, Rebecca Brown, Andrew Sullivan, Martyn Hone, Hannah Coe, Gwawr Tagg, Chris Tagg, Edward Miller, Nici Gomme & Zoey Bhachu

Apologies: Angela Stanton

1. Leah Harper, Co-Chair, welcomed attendees and opened the meeting.

2. Chair's Report

Leah went through the Annual Chair report (see attached). Highlights included:

The purpose of the BSA is to

- Fundraise – for resources to enhance children's learning and enjoyment at school
- Entertain – putting on fun events for the benefit of the school community
- Engage – bringing parents, staff and children together

2022/23 Fundraising Events

Bounceathon

Fireworks Display

Christmas Cards

Fish and chip supper

Breakfast with Santa

Parents quiz

Non Uniform Days and pre-loved uniform sales

Refreshments at Christmas events/sports day

Rags2Riches

Ice lolly Fridays/Hot Chocolate Fridays

Summer Fair

We also fundraise through hidden earners such as:-

- Donations
- Gift Aid
- Match Funding

- Grants
- Brookhurst BOOST – via Parentpay
- Easyfundraising
- Amazon Smile (closed Feb 2023)

The main focus last year was to raise money in order to fulfill our commitments on giving the year groups funds to spend on activities to enrich the children’s learning, books for the whole school and crucially to support the library redevelopment and book corners throughout.

Fundraising - what for?

Forest School - Teepee's
Monthly Books
Year Group Funds - £800 per Year Group
Whole school events - guest visitors, music resources, PSHE resources
Library redevelopment and book corners

The events we are planning and have started for this Academic Year, by the current committee are:

- Foundation picnic – to welcome new families – done!
- Fireworks display– for the local community as well as the school - done and raised an exceptional amount and more than normal!
- Hot Chocolate Friday's - done!
- Christmas Events - Christmas Cards - done!
- Christmas Events - Foundation breakfast with Santa
- Christmas Events - Festive non-uniform day
- Christmas Events - refreshments at school performances
- Quiz night - a night out for the adults
- Bounceathon
- Summer Fair - community event, involving the whole school
- Fish and chip supper via Sealand
- Pre-loved uniform sales and non-uniform days

What are we fundraising for...

- Improving outdoor areas, including the allotment, courtyard and Forest school area and equipment
- Continuing to develop the new library space
- Sensory room equipment

- Supporting wellbeing initiatives
- Easyfundraising/Amazon Smile – improving but we could be raising more
- Continuing to increase Facebook likes and reach
- New ways of engaging volunteers – class reps
- Match funding
- Grant writing
- Event ideas....beer tasting, book swap, golf days, etc

3. Treasurer's Report

Following the Chair's Report, Gill Moore, Treasurer presented the Treasurer Report for the Academic Year 2022-2023 (see attached).

In summary, we raised over £17,000 and spent over £23,000.

Summary of Accounts	
Opening balance	£ 19,128.23
Income	£ 17,682.67
Expenditure	£ 23,748.82
Closing balance	£ 13,062.08

Income

Funds are raised in different ways, primarily from events run by the BSA but we also receive donations and commissions as well as interest. A break down of the income is in the table below.

Money Raised - Events	
Fireworks	£ 7,304.68
Summer Fair	£ 3,003.68
Quiz	£ 1,172.41
Bounce-a-thon	£ 1,399.66
Santa Breakfast	£ 175.45
Ice Lolly Friday	£ 904.99
Xmas Refreshments	£ 318.54
Raisin Funds	£ 379.30
Sports Day Refreshments	£ 402.74
Foundation Welcome Event	£ 64.10
Coronation	£ 792.35
Uniform	£ 527.04
Rags2Riches	£ 240.15
Hot Choc	£ 180.00

Fish & Chips	£ 80.00
Xmas Merchandise	£ 16.00
Money Raised - Donations and Misc.	
Brookhurst Boost	£ 174.36
Easy Fundraising	£ 139.80
Amazon Smile	£ 130.10
Non-Boost donation	£ 216.00
Interest	£ 61.00

Expenditure

There are two types of expenditure. Firstly, we have the costs of running the events and the administration costs of running the charity. These came to a total of £7,151.77. A breakdown of these is in the table below. Fireworks night was our biggest costing event and this year due to Covid we paid for two sets of defibrillator pads which was more than budgeted. Our Parentkind membership covers our insurance to run events. Other BSA admin costs included, new walkie talkies for firework night as requested from the risk assessment on health and safety at £134.99.

Event Expenditure	
Fireworks	-£4,378.27
Summer Fair	-£ 928.62
Quiz	-£ 645.02
Bounce-a-thon	-£ 153.00
Santa Breakfast	-£ 140.35
Ice Lolly Friday	-£ 128.40
Xmas Refreshments	-£ 73.04
Raisin Funds	-£ 34.40
Sports Day Refreshments	-£ 26.19
Foundation Welcome Event	-£ 22.99
Coronation	-£ 6.00

Administrative Costs	
Defib Maintenance	-£ 238.74
BSA Admin	-£ 236.75
Membership to Parentkind	-£ 140.00

Our second type of expenditure is all the projects we fund to support the children and community of Brookhurst Primary School. Each year we allocate funds to dedicated

projects, for books and a set amount to each year group for enhance learning and fun. A summary of our commitment and expenditure is in the table below.

Project Expenditure	
Monthly Books	-£ 2,287.15
Foundation	-£ 1,217.73
Year 1	-£ 965.04
Year 2	-£ 954.54
Year 3	-£ 1,000.00
Year 4	-£ 415.69
Year 5	-£ 1,000.00
Year 6	-£ 1,000.00
Whole School Events	-£ 256.92
Forest School	-£ 499.98
Library Revamp	-£ 7,000.00

We spent £7,000 on support the school with the library revamp, funding all the corridor bookshelves outside the classrooms. We bought tepees for forest school.

Some of the items funded with each year group included Christmas & Easter gifts, workshops on the Mayans, Egyptians, Florence Nightingale, Victorians, and Great Fire of London. Business week deposits, games, ingredients for food technology and resources for design technology.

Academic Year 2023/24

The BSA has a healthy opening balance for AY2023/24 of £13,062.68. Our annual commitments are around £11,000 each academic year, and with the events planned are in a strong position to meet these commitments with a contingency of £1,000 always in the accounts.

4. Current committee stepped down

Leah Harper, Co-Chair thanked the current committee for their hard work, dedication, support and enthusiasm.

Co-Chair: Leah Harper – Co Chair

John Harper – Co Chair

Sarah Allen-Reading – Secretary

Gill Moore – Treasurer

Helen Baldry – Communication Secretary

Nicki Scott – General Committee member, focusing on Events

Claire Hone – General Committee member

5. New committee elected

The new BSA committee is as follows:

Chair: Andrew Sullivan

Vice Chair: Chris Tagg

Co-Treasurer: Gill Moore

Co-Treasurer: Edward Miller

Communications Secretary: Hannah Coe

General Committee Members: Leah Harper, Claire Hone, Gwawr Tagg, Nici Gomme & Zoey Bhachu

Teacher reps: Becky Brown, Emma Hugill, Angela Stanton

6. AoB

The Chair asked for any other business. No responses.

7. Chair closes the meeting

Meeting closed.