

## FoSBA Meeting Minutes,

The 01st of November 2021

Conducted via Zoom

**Invitees:** Jenny Elsmore (chair), Anthony Noctor, Carole Davies, Claire Pegg, Claire Plasser, Dave Bellingham, Gail De La Rue Browne, Graeme Farmer, Helen Hayles, Inès Tunga, Jaime Timson, Jaimie Ball, Jean Hebblethwaite Smith, Alex Clark, Kathryn North, Katya Boyd, Kelly Fudge, Kirsty Rowntree, Lizzie Antill, Louisa Pang, Paul Oliver, Phil Child, Richenda Carlton, Sonya Campbell, Sophie Noctor

**Attendees:** Jenny Elsmore (chair), Claire Plasser, Graeme Farmer, Louisa, Sophie Noctor, Jean Hebblewaite-Smith, Alex Clark, Kathryn North, Sonya Campbell, Lizzie Antill; Kirsty Rowntree, Inès Tunga.

### Agenda:

1. Apologies
2. School update on gatherings (Mr Clark)
3. Scarecrow festival update
4. Christmas raffle/ hamper
5. Christmas Online shopping forum
6. Other possible events/activities to consider
7. Fundraising summary (Kathryn)
8. Date of next AGM meeting

1. **Welcome & Apologies:** Claire Pegg, Jamie B., Paul, Jaimie, Richenda

2. **School update on gatherings:**

- **(Mr Clark)** School is back on Stage 1 management plan where no collective gatherings are allowed. This will be reviewed on Friday the 12th of November

3. **Scarecrow festival:**

- **(Louisa)** Only one person signed up, no response to prizes. Suggestions to postpone later on in the year or next year
- **(Jenny)** Lack of prizes, four interests but no registrations.
- **(Lizzy)** A better plan for a more involving and interesting event next year.
- **(Kirsty)** Ensure that a message is shared with all parents to announce cancellation & encourage more involvement in the future. → Jenny/School to post Leaflet & message of cancellation

→ **(Mr Clark & Kirsty)** Saved date in diary near harvest festival next year as a reminder to plan, with the view to use this year school display setup, next year "scarecrow/ Harvest."

4. **Christmas raffle ticket/hamper**

- **(Jenny)** Mrs Spray happy to prepare the hampers and but time to be confirmed (to allow quarantine time & class distribution) & school to select the winner
  - **To have hamper ready by the 13th of December** with the deadline for donation on the **30<sup>th</sup> of November**
  - **ParentPay** to be set up to **purchase tickets**
  - Lizzie to add Christmas page to newsletter

## 5. Planning/ Online Christmas online Shopping Page on Facebook (Jean)

- (Jean) 18 stalls confirmed and paid so far. → **ALL**- Help needed to share...
- Subgroup to be formed and support.
- Raffle prizes are to be posted soon with help from Michelle. (→ Jean to confirm dates)

## 6. Other possible events/activities to consider:

- FoSBA Christmas stall:
  - (Graeme)-Mum happy to donate crafts with a few things to sell or use for hampers afterwards
  - Possibly book a stall at the Food & craft fair (the 05th of December). We will ask parents to donate a few things, get games planned
- Film night event:
  - (Jamie T/Jenny)- Film night event in Mountsorrel, but only one night only available, which will not work with the larger number of children. Can we use the village hall to arrange film night? Blackout curtains will be needed if done in the village hall.
  - (Mr Clark)- Good idea when it is possible to meet.
  - (Kirsty)- On the H&S aspect, curtains might not be a good idea due to fire risks around blocking doors, but alternative suction cup blinds might work.  
→ **Action (Mr Clark/ Kirsty)** To check the size of school blinds and possibly ask for parent donations if/when required
- Christmas production KS1 (Kirsty)- Can FoSBA provide refreshment if the production goes ahead? No objections.  
→ **Action: Kirsty** to confirm the date, **Jenny** to arrange a group to support + all shopping. **Jenny**- to check if alcohol license is still up-to-date, and contactless payment if possible.
- Christmas gifts: Possibly having a table/stand at school with children buying the gifts available rather than pre-orders. Arrange over two days to support – Suggested days- **Thursday 9<sup>th</sup> & Friday the 10<sup>th</sup> of December**, with the option to have the leftovers available for parents to buy.  
→ **Action:** Louisa to plan around the week of the 06<sup>th</sup> of December and share ideas  
→ **Action:** Mini FosBA might be able to support the sale of the gifts (**Kirsty** to follow)  
→ **Action:** £3 per gift, and to be paid on ParentPay.
- Hampers for some families at Christmas (12 hampers last year):
  - (Mrs Campbell) - Well received last year, and it would be great to do it again
  - (Lizzie)- **A team needs to be identified** to support,
  - ( Mr Clark)- Not setting precedent, but ensuring that families can make contact for future support by choice.  
→ **Action:** School to send a letter in the next couple of weeks to find out how many families  
→ **Action: Jenny** to request banana boxes (18 classes + 12) to parents to be stored in FoSBA shed...

## 7. Fundraising summary (Kathryn)

- Balance – about £12k in the bank and cash Total raised £
- IT donation to the school (£6k) waiting for school to confirm
- More info on non-IT related requests to follow (Mr Clark)

**8. Next meetings-**

- AGM – Monday the 29th of November 2021

**9. Conclusion/ AOB:**

- N/A