FAB Committee Meeting

Date: 08th February 2022, 8pm Location: Zoom meeting

**Attendees**

Louise, Dirk, Haley, Alison, Alex, Beth

Apologies: Ben M, Simon J, Sally

**Previous meeting minutes**

Approved, no comments

**Treasurer’s Report**

* Haley updated us on the current view of the finances. Not much has changed since last month. Only event since then was the Fatto a Mano pizza event raised that raised £918 via Ticketor, some cash to come!
* £16k carried into current academic year of funds available to spend. Forecasted £18k to raise this year. Committed $5k to OPAL project and £10k to usual annual items. $18k remaining.
* Fatto a Mano and Spring Scavenger Hunt fundraising to go to Library fund. Still need to see what Sally Geard is proposing.
* **Action –** Dirk to get remaining bag from fair to Haley – action remains.

**Recent Events / Matters Arising**

* **Pizza Event - £968** (incl £50 cash that needs to be added)lots of great feedback and we’ll definitely do it again. Vouchers will be distributed by Beth. Fatto a Mano said they’d do it again. (Aiming to give out 600 – 700 bags each year across the community.)

**Upcoming Events**

* **Storyboard Trail** – Dirk – All with the Kali Kids team (Dani). **Action** - Dirk will chase to remind when half term is and we haven’t had any booklets yet.
* **Spring Scavenger Hunt** – Copy produced and checked, ready for Sally and Louise to photocopy (on 25th March).
* **Quiz date** 25th February is secured. Alison and Louise to run bar. Tickets on ticketor now. Pre Quiz meeting has happened – all good.
* **Easter Egg Hunt** – Dirk has spoken to Tesco about securing the products. Still working out how to secure the eggs.

**AOB**

* **Gardening project** – Alex joined us at the meeting to give us some insight in her Forest School, gardening and tree activities. 1) She is trying to grow the outdoor teaching space for a very long time. Alex has started to do Forest School with Year 2s on Fridays. No funding, no TAs to support, but has Year 6 prefects supporting. If Alex could secure a parent(s) supporting for 2 hours a week to be able to have more children in a session – she’s going to put a Ping out to ask for volunteers, not asking FAB to resolve, just asking for advice. 2nd point - Alex has secured £10k secured from the Forestry Commission to buy 24 trees (she has ordered 12 resistant Elms for next year). This year, we have 12 native trees arriving for the tree corridor. She’d love the tree corridor to be a whole school activity. She has 35 volunteers as a core working group to help plant the 12 trees. A council contact she has will come to help dig holes with a digger. When it comes to planting (a 2 day event) she’d like children can be involved. Also to then have a community event with a celebration of all the areas that she has initiated, e.g. nature reserve, butterfly haven, OPAL and the new trees. We are now part of the local Tree Council and there will be a Young Tree Champion in each class. The YTC will help lead what happens with their tree as part of a class…developing a relationship with something that will grow. Projects planned around their tree – science, art, English related. Request is for FAB to support with 2 things: 1) Planting day - refreshments for volunteers and 2) A celebration day – maybe sell refreshments to generate fundraising. She might want funding for signage to help identify the trees/area. **Action Alex** – dates and numbers for planting day for planting. Then celebration day – perhaps the same day as the Art Exhibition / Open House at school. Also a proposed map to help with planning a possible event and also visualising for signage.
* **Open house** – we have received an ask from Lucy Russell about doing refreshments – more of a maybe if linked in with the Tree celebration Day scheduled to be on Saturday 21st May -let’s see if we can combine with the celebration day
* **School Library spending** – Sally has sent an example of a piece of furniture which was about £2k. Pizza event and Scavenger Hunt will go towards it in the first instance. We would still like to see, say 3 proposals – everything, slightly scaled back and basic request, priced. **Action -** Louise to email Sally G
* **Swimming Update** – Post the ping announcing spaces, the Swimming email inbox was inundated with requests which Jaimme is working through. Aiming to allocate places this week to get comms out to enable payments to be made before the start of next term. Likely to fill most class places for the beginners group.
* **Drop Box** – **Action** - Dirk to investigate cost of increasing the storage.
* **Credit Card** – discussed the possibility of a credit/debit card attached to the bank account for big purchases or transferring funds in advance to the person buying the stock – **Action** – Haley to investigate options from HSBC.

**Next meeting: 8th March 2022, 8pm, KS2**

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| Actions from 8th February 2022 | Owner | Due date | Status |
| Chase Kalikids to remind when half term is and we haven’t had any booklets yet. | Dirk | ASAP |  |
| Advise the dates and numbers for planting day and celebration day | Alex | ASAP |  |
| Provide a map of the school showing where all the areas are located for trees, nature reserve etc. | Alex | ASAP |  |
| Remind Sally G she needs to provide options for library | Louise | ASAP |  |
| Drop box storage increase costs | Dirk | 8th March |  |
| Investigate options for credit card from HSBC | Haley | 8th March |  |
| Actions from 11th January 2022 | Owner | Due date | Status |
| Library spending – provide options/stages of outlay to FAB email friendsatbalfour@hotmail.co.uk | Sally G | ASAP | outstanding |
| NameTags - send details to Louise/Simon J to be included in ping | Sally A | 14th Jan | Closed - Ping sent |
| Xmas Fair - get remaining money bag from fair to Haley, perhaps via school office? | Dirk | ASAP | outstanding |
| Xmas Jumpers - request for a ping to go out to request donations ready for next year | Louise / Rina | w/c 17Jan | outstanding |
| Quiz - Check with Olly and Ben availability for 25th Feb | Dirk | ASAP | Closed – date confirmed |
| Easter Egg Hunt - review the crib sheet and understand what needs doing when – update at next meeting what the plan is | Dirk | 7th Feb | Closed – plans in place |
| Scavenger Hunt - let Sally and Louise know when support is needed | Heidi | When required | Closed – L& S will photocopy when required |
| Website – ownership and payment from Ben G | Haley | 7th Feb | outstanding |
| Previous actions |  |  |  |
| Amazon Smile, Easy Fundraising and include NameTags info – ping and Facebook update | Simon J | Before half term | Closed – ping sent |
| Spending - What is happening with Y6 £1k as they’re not going on the residential this year | Dirk | 7th Feb | outstanding |
| Spending – Ask Simon D about school organising amongst themselves how the subject spends are spent. | Dirk | 7th Feb | outstanding |
| Future initiative - start a conversation with Ben at Fiveways football re set up of café/toilets | Dirk | 7th Feb | outstanding |
| Trustee meeting – organise next one | Trustees | 30th Jan | Closed – meeting occurred |