BSA MEETING MINUTES

Bridgewater School, Bridle Way, Berkhamsted, Hertfordshire, HP4 1ES
Registered Charity Number 1092178

MEETING MINUTES			
Date & time:	20th September 2023	**Location:**	School
Chaired by:	Hayley Holden	**Minutes prepared by:**	Sarah Langridge
Attendees		**Office/Trustee**	
Lisa Hardy-Wilson Helen Holmes-Higgin Moria Patterson Grace Dean – Ducklings rep Micci Gorrod – Firecrest rep Jemma Goode -Goldcrest rep		Chair (Trustee): Hayley Holden Deputy Chair (Trustee): Hayley Flockhart Treasurer (Trustee): Ben Holden Secretary (Trustee): Sarah Langridge	
Apologies: Mrs Bettridge Angharad Harrison Cate Marr Raeeka Yassaie Alison Lee Brigette Harris			

Item	Description	Actions
	Welcome and introductions **Fundraising update - Treasurer's report attached** ● 2022/23 raised £25k across all activities ● Donations made £1,895 – hardship fund, library and Young Voices coach hire ● Costs £214 ● Balance £56,000 with committed expenditure: - £40k for contribution to build of treehouse (invoice due) - £3k Panto and Young Voices coaches - Year 6 residential - Hardship fund, however school will request if and when additional contribution is needed - Agreement to this funding by trustees and attendees ● Focus for fundraising: - Refurbishment of sensory area focussing on outdoor space. School SENDCO to scope and cost and put a request to BSA - Play equipment for Reception meadow and top and bottom playgrounds. School to determine costings for consideration. **Fundraising / event plans** ● **Reception and Nursery coffee mornings** for parents to meet (small donations asked for but primarily social) – 29th Sept and 6th Oct retrospectively after drop off	Look into what the TerraCycle scheme was and opportunity for reinstating - Ben H, Helen H-H

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• **Film on Field** - Friday 29th September. 250 tickets sold. Some feedback about time being late for younger children and close to start of year. Discussion about potentially moving to summer- agreed to see how this event goes. • **Roller Disco** – provisionally 28th October • Agreed would be good to have a Reception film night after Christmas, as Film on the Field too late for many. Nursery bedtime stories to continue. • Disco for older years later in year	
Christmas • Christmas events will centre on a revamped **Christmas Fair – German Market style** - Date to be discussed with Mrs Bettridge - Contingency for weather will need to be considered - Have several volunteers to help organise – more will be needed, plus many on the day - Invite school choir, music groups and other activities (eg Street Kicks) to perform • **Wreaths** - sold in advance and also available at the Fair • **Hamper Raffle** and **Sponsored baubles** to be tied into Fair • **Rotary Club Santa's Sleigh** – BSA will be collecting around Bridgewater Road and surrounding roads on Sunday 3rd December (3.30-8pm)- helpers needed • **Christmas cards and Rex Takeover (Jan)** to both run	Helen H-H discuss date with Mrs Bettridge
AOB • Launch of the Treehouse is needed – comms and event. • Happy Bags is currently paused while ethical aspects are considered. • AGM date to be arranged - subsequently agreed Tuesday 7th November 8pm via Zoom	Helen H-H to discuss approach with Mrs Bettridge. Lisa and Cate to draft comms Helen H-H to share concerns raised; BSA committee to consider and research potential alternatives.