BSA MEETING MINUTES

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

MEETING MINUTES			
Date & time:	24th May 2023	**Location:**	Virtual
Chaired by:	Hayley Holden	**Minutes prepared by:**	Sarah Langridge

Attendees	**Office/Trustee**
Mrs Bettridge Lisa Hardy-Wilson Hayley Flockhart Ben Holden Angharad Harrison Cate Marr Zoe Marrs Alison Lee Nicola Bissenden	Chair (Trustee): Hayley Holden Deputy Chair (Trustee): Hayley Flockhart Treasurer (Trustee): Ben Holden Secretary (Trustee): Sarah Langridge
Apologies:	

Item	Description	Actions
Welcome **Fundraising update -Treasurer's report attached** • Currently holding £45,800 in bank account with £41k committed expenditure (Treehouse and contribution to Y6 Residential trip) • Previously agreed to fund ongoing books for library and refurbishment of sensory pod (cost estimates to be confirmed) • Recent contributions made to: Hardship Fund, Library Furniture, Young Voices coaches • £7.5k raised in 2023 to date Additional expenditure for consideration: • Coaches for Panto ~ £1,500.00 • SumUp Solos (when on offer) ~ £90.00 each • Costco Membership ~ £125.00 pa • Website hosting ~ £204.00 pa + £16.00 for domain (squarespace) • 50th Anniversary Artwork ~ £3,000.00 (BSA to contribute) • Bridgewater Tote Bags to Nursery / Reception children. New stock will need to be ordered **Agreed to all of these.** Mrs Bettridge presented a request for the BSA to contribute to replacing the Climbing Frame on the top playground as the next large project for the BSA to support. It was raised that the older years do not have access to equivalent and would be good to seek to install some as part of this project. School to secure quotes but estimated to be significant (£40-60k). **Agreed in principle BSA will contribute.** **Treehouse and sensory pod update**		Mrs Bettridge to check where stock comes from and whether this is for Nursery or Reception (if children do not join Nursery they would miss out)

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- Planning Permission has been granted for the Treehouse. Work will happen over the summer holidays, ready for September. - Agreed communications needed on this need. Lisa and Mrs Bettridge to liaise.	
Upcoming events - Reception Disco will be held during summer term. Cate to lead seeking volunteers from Reception. Date to be confirmed. - Agreed a regular Roller Disco would work well, and in lieu of discos held at school. TBC if each term. Agreed next one would be 'Back to School' theme. Cate to co-ordinate initially. - Film Night to run in Spring term - Bridgefest – Agreed a waiting list would be formed as some issues with booking system which affected a handful of families. To communicate through class reps and in next comms. - Picnic on the Field – agreed Saturday 9th September (afternoon)	Mrs Bettridge to confirm date for Reception Disco – 20/6 or 14/7 Lisa to include Bridgefest waiting list in next comms Lisa to include Picnic date in comms before end of term
Christmas 2023 - **Christmas Fair/ Market** will be run. Agreed best to be Friday after school (date tbc) with significant proportion outside. Suggestions include asking The Bridgewater Choir and Rob Marr to perform. Cate, Angharad and Sarah offered to be part of the organisation team. - **Wreaths** - agreed would be pre-ordered and on sale afterwards with any remaining stock on sale at the fair. Hayley F and Nicola to lead. - Agreed alternative to hampers needed this year. Hayley H and Ali Lee to lead. - Hayley H made suggestion of mini-photo shoots with reindeers by Lyndsey Abercromby (similar to Nursery shoot with ducklings). Agreed in principle. Hayley to research further.	
AOB - Mrs Bettridge nominated Angharad Harrison to join the BSA committee as Co—Chair. Seconded by Hayley Flockhart. Unanimously voted in agreement. Welcome Angharad. - Ben requested that Mrs Bettridge and Angharad are added to the BSA account mandate. Agreed. - The Bridgewater Gets Active team have led a wash-up to review the event. Any further feedback is welcomed. - Linked to communication of Treehouse, communicate a summary of what has been funded by BSA over recent years, to reconnect community to what events are for.	Lisa and Mrs Bettridge to liaise over fundraising achievements comms including the Treehouse.
Future meeting dates - Christmas team before end of summer term – Hayley H to arrange - Next main meeting - September after Reception Phonics evening – date to be confirmed	