# BSA MEETING MINUTES

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

| MEETING MINUTES | | | |
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| **Date & time:** | 17th January 2023 | **Location:** | Grape Expectations |
| **Chaired by:** | Hayley Holden | **Minutes prepared by:** | Sarah Langridge |
| **Attendees** | | **Office/Trustee** | |
| Mrs Bettridge<br>Lisa Hardy-Wilson<br>Hayley Flockhart<br>Charlotte Lander<br>Angharad Harrison<br>Cate Marr<br>Zoe Marrs<br>Alison Lee | | Chair (Trustee): Hayley Holden<br>Deputy Chair (Trustee): Hayley Flockhart<br>Treasurer (Trustee): Ben Holden<br>Secretary (Trustee): Sarah Langridge | |
| Apologies:<br>Ben Holden | | | |

| Item | Description | Actions |
|---|---|---|
| **Welcome** | | |
| **Fundraising update** | - Raised almost £8,500 this academic year, £7,000 from Christmas activities<br>- £40,700 currently held in bank account | |
| **Fundraising aims and Treehouse and sensory pod update** | - Confirmed will still fund Young Voices coaches, contribution to Year 6 residential and £500 donation to school Hardship Fund<br>- Mrs Patterson has shared photos and positive feedback of new library display equipment. Request for £182 of further contribution for more displays. Agreed unanimously.<br>- Planning permission has been applied for the 'Treehouse'. Voted and agreed BSA will contribute £40,000 (as previously discussed and agreed)<br>- BSA will fund refurb for sensory pod – costs and contribution tbc once work has been scoped. | Hayley H / Ben to confirm if £500 contribution to Hardship Fund has been made |
| **Upcoming events** | - ***Rollerdisco*** @Everyone Active Saturday 25th February 3pm<br>  - Kirsty Hawkins leading, Cate Marr offered to support. Volunteers needed for refreshments.<br>  - Will need to determine how to manage availability of skate sizes<br>- ***Refreshments for Cross Country*** – Saturday 11th March – volunteers needed to organise and run on day<br>- ***Quiz night*** (date tbc – Friday evening Spring Term 2) - Hayley F to lead<br>- ***Fun Run / Bridgewater Gets Active*** on the field – provisionally Saturday 29th April – volunteers to organise and run on day needed (Hayley H, Angharad and Charlotte leading organising with support needed) | |
| **Christmas 2023** | - Discussion to reflect on Christmas 2022 successes and what may be changed for 2023. No decisions made, key points: | |

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| - Christmas parties – a great success again. Discussion it would be nice for all children to experience a fair at least once during their time at school. The last one was 2019 and hence a fair this year would be good potentially with adaptations, eg discussed holding partly outside, Friday afternoon or Saturday morning<br>- Wreaths sold well last year but having to order so far in advance is an issue. Could pre-order a set number eg 75 and sell (accepting risk).<br>- Hampers worked well but could keep fresh with different hampers eg pamper. Running a raffle with donations from local businesses tends to work well at a non-Christmas event. Could consider alongside a Silent Auction with the right prizes.<br><br>**Ideas suggested (out of meeting)**<br>- School family recipe book<br>- Selling recordings of school performances (GDPR / Safeguarding dependant)<br><br>**Future meeting dates**<br>- TBA<br><br>**AOB**<br>- Lisa to confirm website costs | Lisa to confirm |