BSA MEETING MINUTES

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

MEETING MINUTES			
Date & time:	21st September 2022	**Location:**	School Staff Room
Chaired by:	Hayley Holden	**Minutes prepared by:**	Sarah Langridge
Attendees		**Office/Trustee**	
Mrs Bettridge Carolyn Hendry Lou Barron Angharad Harrison Ben Holden Sarah Langridge Jane Crowe Sarah Vaccaro Jane Stewart Hannah Cate Nicky Nicola Bissenden Flo Matt Nadia Anna Alistair		Chair (Trustee): Hayley Holden Deputy Chair (Trustee): Hayley Flockhart Treasurer (Trustee): Ben Holden Secretary (Trustee): Sarah Langridge	
Apologies: Hayley Flockhart Alison Lee Suzanne Saunders Mrs Alexander			

Item	Description	Actions
Welcome and apologies **Recap of the last year and fundraising activity/ goals** - Hayley gave an overview of the purpose of the BSA in raising funds for the school and providing social opportunities for children and parents. Outlined the types of activity that happen and shared the fundraising summary for 21/22. **Treasures report** - 2021/22 raised £27k - £21k through events and £5.5k non-event activity - Available cash £29,700. Currently holding a large balance due to proposed areas of spend. - Full report shared and available **Fundraising aims and Treehouse and sensory pod update** - Jointly with school intending to fund the build of a Treehouse as a multi-use space. Currently going through Planning Permission and seeking quotes. Likely to be built in phases, with the space being usable after Phase 1.		

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- Intending to provide funding for refurbishment of the Stables as a sensory space
- Continue to support the library, however need for new books is on hold at present.
- School would like continued support for coaches for Christmas panto (now biannual) and Young Voices
- Agreed to support Year 6 school trip with £1,000 this year, with intention to continue support for future years
 	
Upcoming events
- Nursery and Reception parents Coffee Morning as causal 'get to know you' 23rd and 30th September respectively.
 	
- **Film nights**
  - Yrs 1 & 2 - 7th October @ 3.15-4.30pm
  - Yrs 5 & 6 - 7th October @4.30pm
  - Yrs 3 & 4 - 14th October @ 3.30pm
  Carolyn and Hayley H to lead. Comms have been sent and ticket purchase live. Will need volunteers at the events.
 	
- Happy Bag collection – 11th November
 	
- Nursery and Reception bedtime story planned once children settled (date tbc)
 	
- **Christmas**
  - **Hamper Raffle** – Alison Lee leading. Feedback received that hampers could be smaller
  - **Wreath Making** – Hayley Flockhart and Nicola Bissenden leading. Evening event 2nd December and also kits for collection for making @home
  Mrs Bettridge suggested potential clear up after the event on Saturday morning.
  Volunteers came forward to help with organisation - Anna, Flo, Cate and Jane C. Further volunteers will be needed for the event and collection.
  - **Class parties** – during school time - activities and games with Jazzy Jars. Schedule tbc. Volunteers will be needed.
  - **Rex Takeover –** film @ Rex cinema at end of Christmas holidays Devika leading
  - **Advent Window Trail –** planning to run again
  - **Rotary Santa Sleigh's -** date tbc – advised by the Rotary Club. Volunteers will be needed.
 	
Future events
  - Children's roller-disco
  - Camping – summer 2022
 	
Ideas suggested
  - Pamper evening
  - Make-up makeover
  - Clothes Swap
  - Considering Inflatable Fun Run
	Lou B to check number attended wreath event 2019

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Volunteers /event leads

- Volunteers are critical to the running of events and activities, and ultimately fundraising for the school, as well as providing social opportunities for children and parents. There have been issues to get enough volunteers for many recent events. Discussion around how best to engage people - suggestions:
  - Need more of the 'why' and how this is benefiting the school and children
  - Welcome letter to parents on BSA and need for support
  - Use a spreadsheet to make it easy to see what it needed and for people to sign up to volunteer
  - Use the proposed website to engage people and enable sign up

New BSA Website

- Planning to launch a sub-site to host information about the BSA, events for easy to access information.
- It was agreed to fund domain cost and hosting

Future meeting dates and AGM

- AGM and combined meeting agreed Tuesday 8th November 2022 7pm at school

AOB

- **Pre-loved uniform – needs a better solution – storage, payment and more support to run**
  - Staff Workroom is not a suitable location to store and run from so the store needs to more
  - Agreed a 'Uniform Party' at the Big Dig will sort through, cull and potentially storage
  - Alastair offered potential support and will liaise with Jane S and Mrs Bettridge
  - Look at PTA Events for paying – Angharad to support, and other uses of site