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

MEETING MINUTES

Date & time:	18th January 2022	**Location:**	Zoom
Chaired by:	Hayley Holden	**Minutes prepared by:**	Sarah Langridge

Attendees	**Office/Trustee**
Mrs Doodson Mrs Bettridge Esther Stewart Sam Smith Alison Lee Jo Darvell Sorrel Ward Nicola Bissenden Louise Barron Laura Price	Chair (Trustee): Hayley Holden Deputy Chair (Trustee): Hayley Flockhart Secretary (Trustee): Sarah Langridge Treasurer (Trustee): Ben Holden
Apologies:	

Item	Description	Actions
Feedback from Christmas activities • Parties were very successful and kids really enjoyed; 90% of feedback from parents was positive and perhaps better for younger kids than the Christmas fair • From a school perspective, successful for the kids and a great offering • Very intensive to plan, prepare and run • Some comments about volume of messages from BSA at an already very busy time; consensus to start communicating earlier and ensure key actions and dates are very clear • Some feedback from parents about costs of all Christmas activities, although recognition at fair often spend more • All activities raised £7,194 to date (awaiting Rotary Sleigh)		
Finance update • Bank balance approx. £18,378 with approx. £3,000 committed expenditure and available cash £12,876 • General fundraising (supermarket vouchers, coffee mornings, Amazon Smile, 2nd hand uniform) continues steadily - £739		
The Circus – Saturday 30th April • Team kicked off planning. Another volunteer needed for Circus Team, especially from younger years for future continuity • Food will be available. • Raffle want to sell in advance and on the day and best solution seems to be revert to paper tickets • Planning a poster competition with templates being sent home in book bags w/c 24th Jan with submission ahead of half term		**Class reps** – seek volunteer to join Circus Team **Hayley H -** include save the date and

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

• Volunteers will be needed on the day – we will communicate the types of help needed early • Looking to use PTA ticketing system • Considering best licensing arrangement due to number of attendees	poster competitor in next BSA comms **Ben** to determine best license
Adult social - proposing quiz night, provisionally Friday 13th May • Best catering option to be determined • (NB date changed from previously provisional date of 25th Feb)	**Sorrel** – approach potential quiz master
Children film nights • Planning a film night for 18th March (coinciding with Red Nose Day), Covid restrictions allowing	
Bridgefest Camping event – 2/3 July • Rolling plans for arrangements from planned event 2020 • Looking to reduce environmental impact	TBC whether looking for volunteers to join / shadow team (kick off post half term) (will get guaranteed entry!)
Other events • Cross-country event 12th March (ends 11.30am) catering support needed (Esther Stewart, Sorrel Ward to co-ordinate) • Children's disco – discuss next meeting	
Supermarket voucher scheme • Ashlyns will no longer be running the scheme. Agreement to look into running ourselves or joining up with others schools.	**Ben and Lucinda** to look into options
Ideas for fundraising goals • Hayley H proposed fundraising for a 'sensory pod' to be used in school life and support some children to join in with BSA / other school events. Agreement a good idea to explore and develop proposal on.	
Next meeting date – tbc	