

**Minutes of Friends of Belham (FoB) Committee meeting
4 October 2021**

Meeting held in School main hall

In attendance (16):

Adam Scott	(FoB Chair)		
Shaun Kirby	(FoB Treasurer)		
Kathryn Church	(FoB C'tee member)		
Alison Sprakes	(School Assistant Head)	Alex M	(Rep, Y2)
Lucy B	(Rep, R)	Abba N	(Rep, Y2)
Elsa R	(Rep, R)	Rob W	(Rep, Y3)
Doug R	(Rep, R)	Louise M	(Rep, Y4)
Dani C	(Rep, Y1)	Caroline T	(Rep, Y5)
Claire H	(Rep, Y1)	Harriet B	(Rep, Y6)
Phu T	(Rep, Y1)		

Friends of Belham



Apologies:

Hannah Cleaton-Roberts (FoB Secretary)

1. Welcome to new class representatives.
2. Ally Sprakes presented on what the school hopes for from FoB and the planned upgrade to the Maker's Room and Adam Scott itemised FoB's fundraising goals (see tables at end). Key points of discussion:
 - The plan is to overhaul the Makers' Room to make it much more usable by the children for DT and Art projects. The room was value engineered at construction, with the school provided with secondary school art benches, which are too tall for DT benches. The room also needs more storage to hold the DT equipment. If funding would stretch, a laser cutter engraving machine and more hand tools could also be purchased. **Committee agreed this use and the fundraising target was set at £11,500.**
 - Ally Sprakes talked through possible option for a Christmas school theatre trip, which is hampered by logistics (TfL rule only allow one school trip per term per child) and dependent on whether or not there are any suitable plays. One possibility is for Early Years classes to head to the Albany (Deptford); Y2-Y4 to the Unicorn (London Bridge) and Y5-Y6 to the West End. Funding the trip from FoB resources (especially the West End, which is considerably more expensive) was discussed. So the likely cost of all children attending a theatre performance in the year is likely to be more than the £2500 we had been asked for previously, but some years may be able to use some of their Trips Budget. **Committee agreed to revisit when the school has a firmer idea of its plans, but to put the School Fair proceeds of £2775 into an "Arts Fund" which would cover theatre trips amongst other things so that can be a working budget for the theatre trips for now (See below for more on Arts Fund).**
 - Projected spending for Year 6 and other performances may be less than £1500 - reduced premises costs are anticipated this year.

- The amount for helping families to purchase Y6 hoodies and yearbooks may increase as School felt that last year there were low-income families who don't qualify for pupil premium that would have benefitted from some financial help.
- One issue raised was the disparate number of items that FoB is funding, some of which are recurring expenses. It was agreed that FoB is at its best when fundraising for large projects such as The Lane and the Makers' Room and that it may make sense to consider grouping some of the other items into more coherent categories. **The committee agreed to group (a) Y6/other performances (£1500 or less), (b) theatre trips (£2500+), and (c) musical instrument repair/replacement (allowing £1000) into an "arts fund" with a fundraising goal of £6000 tbc, with the net proceeds of the September fair (£2,775) to be allocated to this fund as a starting amount.**
- **Follow-up: Alex M to investigate grant funding for the arts fund which could supplement existing FoB fundraising**

3. Debrief of recent events

- **Uniform sale** (16 July 2021) raised £580
- **Reception Parents evening** (9 Sept 2021) raised £190. Not meant to be a big money spinner but helped to drum up new volunteers and reps and was fantastic to be socialising on the school grounds again!
- **School Fair** (25 Sept 2021) raised £2,775 for FoB, £1387 for Ignite Hubs. Feedback for the fair was positive, especially given the short turnaround. The bands were a well-received addition. It was noted that the stalls run by the external businesses were quite tucked away so did not get much footfall. A brief discussion on when to hold a summer or autumn fair led to an agreement that June would be a good time as May and July are both very busy for school and September restricts the lead-in time to the fair, and is busy for many parents.

4. Updates/planning for confirmed forthcoming events

- **Fun Run** (17 October 2021). Course will be one or two 1.5km laps in Peckham Rye Park. Organisers to make the run more fun with prizes for best costume, etc. More volunteers needed to marshal the event. **Call for volunteers to go out via WhatsApp.**
- **Fundraising Christmas cards** late Oct/early Nov. Lizzy P and Libby S are running this. Children will do artwork at school before half term, artwork and QR codes will be sent home in book bags along with clear instructions. If families wish to re-do artwork at home during half term they can. LP and LS to be in playground in days after half term to receive artwork and ensure the codes are attached to artwork and named. **Helpful if reps can get really familiar with the process and can answer questions on WhatsApp groups or feed them back to LS/LP. We will ask the LS and LP to inform the Google Group of the plan.**
- **Christmas "Mini-Fair"** (4 December 2021). Christmas tree ordering will open after half term. There was support for organising a small fair/market around the Christmas tree pick-up. Putting the trees to one side of the playground would leave plenty of room for stalls. Ideas included mulled wine/cider, inviting in external stalls, selling bee merchandise. **Doug R and Louise M to help plan the event, open to others to join this team.**
- **Belham Bee merchandise** (to prepare for 4 Dec 2021). The idea is to create and sell bee-related items to raise money towards funding the beehive for the year (£1500). Elsa R is offering to make beeswax candles. Adam's wife has prototyped beeswax wraps made with old Belham gingham dresses. Is there workshop potential for either of these? Tom T at school is working on plans to involve children in marketing honey and other possible merch.

Hannah C-R and Elsa R are going to pull together a team to develop products, sales strategy, and liaise with school so we complement each other.

- **Uniform sale at Copleston Centre after half term.** Committee agreed that uniform sales work better when held separately from the fairs as there is too much going on for parents to be sorting out clothes requirements. **Kathryn C to guide the organisation of the sale with help from others.**
- **Terrarium Workshop** - Tom Turnham plans to fundraise for/make a terrarium for every classroom (parents' workshops). Lots of people liked this idea. Claire H suggested a local terrarium company. **Adam S to liaise with Tom T to draw up a plan.**
- Spring term events: Quiz, Disco (both probably at the Peckham Liberal Club), Cake sale, Easter Egg hunt. **Kathryn C to take the lead on scheduling these events as they'll be run by the new committee.**
- Reception tea towels – Lucy B offered to resurrect tea towels for Year 2 who never got their original towels due to Covid. And to pursue reception tea towels. There was discussion of whether tea towels produced before Christmas would get more sales due to higher demand for gifts. **Adam S to give Lucy B details of the tea towel process, she will investigate if it can be done before Christmas.**

5. Non-fundraising activities

- Lost property.
Ally Sprakes to look into asking a few children to volunteer to sort out the labelled clothes. FoB will take unnamed items*, launder them and put into the uniform collection for a uniform sale. Lucy B and Caroline T offered to arrange this.
*unnamed coats and trainers will be photographed and circulated through WhatsApp to try and find owners before they are taken to the sale.
- Copleston Garden. The plan is to resurface part of the garden with Play Chips, Ally S wanted to confirm if the pastor was OK with this idea. **Adam S to pull together a garden team who can take longer term responsibility for helping school maintain the garden and request a meeting with Tom T to make a plan.**
- Velodrome cycling and learn to ride session.
We will find dates to repeat the popular velodrome sessions. **Adam S to investigate dates. Abba N to organise learn to ride a bike session for younger years.**

6. Issues raised via reps

- Sports day t-shirts. Strong pushback from parents on the requirement for plain house-colour t-shirts for sports day on the grounds of environmental impact and additional burden on parents. School feedback was that bibs, sashes, or t-shirts owned by the school would be impractical in terms of storage space, purchase and laundry cost (and visibility at sports day in the case of the sashes). Several people present disagreed that running bibs would take much space to store or need much/any cleaning given very infrequent use. **Ally Sprakes agreed to raise the issue again with the school.**
Clarification since the meeting: it has not been school policy in the past to put siblings in the same house because of needing to be equal in terms of numbers and gender across classes and year groups but school will look into putting siblings in the same house going forward.

7. Forthcoming AGM

- Provisional date agreed of Tuesday 16 November, to be held at school. It would be good to encourage more parents and teachers to attend - **what format will work best for this?**
Committee to discuss with Ally and Tom.

<u>SPENDING PROJECTION 2021/22</u>			
Before school practices 500 per term, to cover 2020/21 year		£1,500.00	
Sports Day lollies		£380.00	
Bee hive		£1,500.00	
Theatre trip for the whole school	(may be more)	£2,500.00	"Arts Fund" - set goal at £6000?
Y6 (and others) performances & license	(may be less)	£1,500.00	
Instrument repairs/replacements	<i>allow</i>	£1,000.00	
Pupil premium Y6 yearbook and hoodies		£500.00	
	TOTAL	£8,380.00	
Makers Room fundraising target		£11,500.00	
Non-event related costs (Insurance, Justgiving, Zoom)		£550.00	
2021/22 fundraising goal		£20,430.00	

<u>INCOME PROJECTION 2021/22</u>	
assuming we repeat some long-standing events, but this does not mean they are definites!	
AUTUMN TERM	
Reception parents evening, drinks and uniform sales	£190.00
School Fair Sept 2021	£2,733.00
Fun Run (estimate based on Challenge 28)	£3,500.00
<i>Autumn uniform sale</i>	<i>£400.00</i>
Xmas Cards (actual 2020)	£600.00
Xmas Trees (actual 2020)	£1,550.00
<i>Extra food/drinks sales at Xmas Tree event</i>	<i>£700.00</i>
<i>Bee merchandise sales</i>	<i>£1,000.00</i>
<i>Xmas performance refreshment sales</i>	<i>£250.00</i>
SPRING TERM	
Quiz (actual Feb 2020)	£1,000.00
Disco (actual Feb 2020)	£500.00
Cake sale (average)	£500.00
Easter Egg hunt	£250.00
Reception tea towels	£200.00
SUMMER TERM	
Uniform sale July 2020	£580.00
Camping (actual 2019, food and drink)	£2,000.00
Summer Fair (based on fair Sept 2021)	£2,733.00
<i>Summer concert refreshment sales</i>	<i>£250.00</i>
TOTAL	£18,746.00
SHORTFALL	-£1,684.00