

ASBSA MINUTES

1st October 2013

The ASBSA meeting took place in the resource area after the ASBSA AGM:

Present: Mrs Sutton, Elton Pritchard, Vicky McShane, Joan Cannon, Mabel Pillay, Linda Du Toit, Clare Parish, Penny Newman, Alex Brown, Megan Richards, Alex Brown, Sara Langley, Kerry Guest, Kay Butler, Denise Reeves

Apologies: Julie Simmons, Candice Alford

The Agenda was followed, attendees were accounted for and apologies recorded.

Previous minutes:

The minutes from the previous meeting on 25th June were discussed and approved:

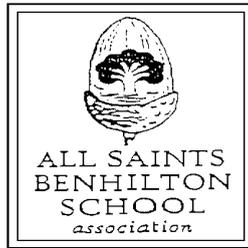
- **Sports Day on 18th July** was cancelled due to the hot weather and concerns about safety
- **The Summer Picnic** will need more assistance to get the play equipment out etc. next year. It was a lovely family afternoon with rounders and a sprinkler!
- **The Fair on the Green** was a worthwhile day to participate in, thank you to Clare and her family, Gaynor and her family and Denise and Kay for helping. Next year, it will require more assistance. Mrs Sutton would like the Maypole Dancers to dance again next year at the Manor Park Fair and the Fair on Sutton Green
- **The Golf Day** for next year has been confirmed for 15th July 2014

ASBSA Administration:

Mrs Sutton reiterated that ASBSA has a page on the school website which we should make more use of. Clare is going to contact the website management team jwebb@suttonlea.org to ask them to put the names of the new class reps up. Candice sends a newsletter every half term which can also be uploaded to the ASBSA page

New fundraising ideas:

- A talent show was suggested where an entrance fee could be charged – Mrs Sutton said there is already an in-school talent show and she wasn't sure that the idea would work if you opened it to a wider audience
- Joan asked about 'Phil the Bag'. Mrs Sutton said that they were not very helpful when she contacted them so Mrs Ferns is looking to organise clothes recycling through the EcoCouncil
- A sponsored walk / dance/ spell was suggested. Mrs Sutton liked the idea of a sponsored spell as did everyone else



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- Mother's Day tea party to be held on the week of Mother's Day. A group of bakers bakes the cakes and the hall is decorated. Each child can invite one special female to the event with a ticket price applied

Planned fundraisers:

The date for the **Cake Sale** was confirmed for 22nd October, with a request for the cakes to come in to the school office on 21st and 22nd October in the morning for them to be sold in the hall at 3.15pm. Mrs Sutton to confirm arrangements with nursery as when they finish at 3.30pm the cakes are often sold out. Vicky McShane said that she will lead this and organise the float, Penny Newman said that she can help set-up and Denise and Joan said that they can help

Christmas Card packs are to be distributed to each class and ordered at the Parents Evenings like last year. Candice to communicate with school parents about when they can order these and how to pay. The card packs will be collected on 5th November by Cauliflower Cards. Clare is helping with the collection of cards and would be grateful for other offers of help. The Christmas cards will be done in class only so it will not be possible for children to do a joint one with siblings

Denise and Alex said that they won't serve hot dogs at the **Christmas Market** on 18th November like last year and that they will purchase and serve wine, mulled wine, hot drinks, mince pies and biscuits. It was suggested that we get an alcohol license to be able to sell wine. Clare said that she would be able to apply for the license with the help of Heather Evans. Clare asked if anyone had thoughts on what stalls they could have at the Market with Pampered Chef, Rustic Angels, Partylite, Jamie Oliver, Aloe Vera, Mayfield Lavender and the Diamond Centre suggested. Clare to follow up if still having problems trying to fill stall spaces. Denise said that we need to communicate with parents that we require hamper donations from 4th – 8th November so that we can make some hampers up for raffle prizes (using the food donations that have shorter use by dates) and then w/c 11th November we need a team to arrange and wrap the hampers. Joan said that they will have to buy the wrap for the hampers as there isn't any and that Mr Parish can be asked to save the fruit boxes (Clare to ask)

The Secrets Room on 6th December is to be organised by Mrs Ferns and Julie Simmons. Mrs Ferns / Julie Simmons to liaise with Candice to ask her to communicate with the school what is required

The Christmas Extravaganza on 7th December is a big event and is going to be discussed at the next ASBSA meeting on Thursday 7th November as there is a lot to organise. Volunteers are already forthcoming for this event



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The **Christmas Disco** is to be held on 16th December. It was agreed that it would be better to reduce the ticket price and not give a gift to make it more 'purse friendly' to parents. The hot dogs were successful last year and will be served this year. There will be two discos, an earlier one for Reception and Year 1 and a later one for Years 2 -6. Vicky McShane said that she would like to take charge of the disco and will organise the DJ and set the entrance fee when she knows how much the DJ will charge. It will be around £3.50 with no ticket but a list of who has paid.

AOB:

Linda asked if ASBSA could purchase a cash counter as Malcolm suggested it would be helpful. Linda said they are expensive and would look on a second hand website

Denise asked if they can buy a new tea urn which was approved

Alex said that one other person needs to hold a catering qualification in the Refreshment Team when she stands down. Penny expressed interest in going on the two day training course to get the catering qualification that ASBSA can pay for

Clare Parish looked into the recipe book idea and with expert help and guidance from Alanna has said that it would not be a profitable exercise unless the books were priced at £6 whereby they would be difficult to sell. Mrs Sutton thanked all the parents who had contributed a recipe and everyone agreed that the recipes can go on the ASBSA page to be shared.

Date of next meeting:

Thursday 7th November at 7.30pm