



Belswains School Association Meeting
Minutes from the Annual General Meeting
Tuesday 22nd September 2020, 2000 hrs. via Microsoft Teams

Attendees

Neysa Claridge, Alan Craig, Tracey Deans, Natalie Turculet, Chris Turrell, Hannah Perry, Lucy Raphael, Caroline Trimby, Jenny Batchelor, Cassandra O'Neill, Sara Miles, Rachel Williams, Amy Gostling, Emma Lethbridge

Apologies: Tasha Greenaway, Natasha Gardener.

Welcome and Introduction

Tracey welcomed us to the meeting and confirmed she would be standing down as Chair. Tracey thanked everyone for their support and advised she has made provisions for a full handover to her successor. Other than the obvious challenges that we have faced fund raising during the Pandemic lock down she wanted to call out two major successes during the last academic year. Firstly; the Planetarium activity was a massive success with lots of positive feedback from children and, secondly the focus on Year 6 also worked well as it provided lots of opportunity for personal development within Year 6 which the children enjoyed.

Chair & Treasurer's Report

Well what a year...when the school year started, we couldn't have foreseen what was ahead for us!

It was the fourth school year for the BSA Chair and as they would be stepping down in the September 2020 AGM, we were determined for it to be the best and most successful year. Sadly, this was not the case! On a positive note we did make profit on few events unfortunately we did make some losses as we were very pro-active and bought stock in advance for events. Most of this was food and as it was perishable it was such a waste (we did donate as much as we could which covid-19 restrictions allowed)

We started the year with a healthy bank balance of £6,572.50 and made £3,429.19 in sales over the school year through events but with expenses and purchases for the school we actually made an overall loss of £2,188.58. These expenses did include purchasing new sports equipment for netball which included new posts for the MUGA (Multi Use Games Area) and Year 2 "Learn to tell the time watches" to help learning – we purchased 62 so that future double intake classes could use them also (these are to be kept on school premises). We also paid for 2 shows for Cinderella which the whole school was able to enjoy just before Christmas. Then in February of this year we had a mobile planetarium come for a day and every class got to experience which they all thoroughly enjoyed as it was specifically designed for each class age.

We ran a Spooky and Sparkle Disco in October and Christmas Film Nights which was profitable and good fun was had by all.

Our Christmas fete which was a success and enjoyed by many children. There were very generous donations from companies for the raffle prizes which helped with our profits but we did have to purchase some prizes as well. Now the attendance was slightly down on previous years but this was the start of the dreadful flu virus! The amazing year 6 also helped out on the stalls as unfortunately we were low on adult volunteer helpers so we agreed to help out with their end of year activities! Our amazing Santa was back in the grotto – which is just amazing an envy of every school in Hemel Hempstead and I'd go as far to say Hertfordshire! So special thanks to Santa and all his helpers too.



The new year arrived and we had so much planned...we did manage to hold one of our 3 cinema nights planned but unfortunately the others had to be cancelled. The Spring Disco was also victim of the pandemic and was also cancelled which was such a shame. As these were all last-minute cancellations due to lockdown and after this we held an emergency BSA meeting. It was discussed that we simply not afford to refund everyone as we get charged per transaction for using the online pta-events platform and Stripe payment. We also agreed that we couldn't postpone as we did not know where the future lies regarding large gatherings. We decide to contact everyone who purchased either a cinema or disco ticket the option for either contact us by email requesting a money refund or it would be used as a donation to the BSA for this term as we will not be able to fundraise for the foreseeable future!

We just managed to squeeze in the Mother's Day "pop up" shop as this was the last day before lockdown! It was an emotional and scary day, the children who were in school were able to buy some lovely presents and place in their lovely decorated Mother's Day bag. However, due to the pandemic we were unable to run the "pop up" shop as normal so we tried a "online" shop through our pta-events website. With some help from parents and people buying it went well. This year's tables made a combined profit of £157.30 but we don't have this event as a profit-making event. The children love decorating a white paper bag (which the BSA purchase for every child) and choosing a present for their parent.

You will also see on the account's breakdown an entry for BSA donation and this is a combined total so school purchase some items and we then donate the required amount so they get the warranties or insurance with the correct forms etc.

Within our BSA meeting it was decided that we would purchase more things for the Year 6 this year as they had not been able to do any activities or residential trips like all the previous years. It was requested by Mr. Fearnhead that instead of making a donation to the school towards items that we are unsure when we'd be able to use but to help fund things for the year 6. They were back at school but could not do much due social distancing, bubbles and pandemic restrictions! We put on our thinking caps on and we funded a crazy golf course at a leavers picnic, ice-cream and milkshakes, a memory lockdown leaver Year 6 book all presented in a lovely memory box. We have to say a huge thank you to a parent who's a photographer and took a photo of each child then digitally put it all together for a class photo – just simply amazing. We also got a print for every child to add to their memory box. Mrs. Hood also requested white t-shirts and fabric pens for all the children to sign each other's t-shirts – once they all took it in turns in their bubbles to sign the t-shirt it had to be left 72 hours away from everything so they were "covid free" as they were unable to sign their shirts on the last day like the tradition normally is!

We feel we made it a memorable year for them considering the circumstances...we are a great community and would have done it for any year. They will be remembered as the Lockdown leavers and have gone down in Belswains history.

We also funded £10 per child per leavers hoodie like we do every year for all year 6's. Also, we did promise the Year 6 back in September 2019 (before the madness of 2020) that if they helped us with events then we'd also buy a scientific calculator and hopefully the BSA will continue this tradition as it's a lovely send off from Primary to Secondary School.

The BSA ends the year still with a very healthy bank balance of £4,383.92 so there are plenty of funds for the school to start compiling their wish list. A new request form will be emailed to the new head Mrs. Claridge for things she's like for the school.



Statement of Accounts

If anyone would like a copy of the Accounts, please email bsa@belswains.herts.sch.uk as this information will not be shared on the school website in accordance with the charity commission constitution.

Voting for Committee

As Tracey Deans stepped down as Chair and also Natasha Gardener as Social Media Co-ordinator these roles were open for others to apply for and the other member roles also had to be re-elected. We proposed new members and existing members and these were voted for and seconded by attendees:

CHAIR	Hannah Perry (daughter in Year 2)
DEPUTY CHAIR	Lucy Raphael (daughter in Year 4 Seuss)
TREASURER	Natalie Turculet (son in Year 5)
SECRETARY	Chris Turrell (daughter in Year 1 Leopards)
NEWSLETTER & PUBLISHER	Caroline Trimby (daughter in Year 4 Seuss)
SOCIAL MEDIA CO-ORDINATOR	Rachel Williams (son in Year 1 Pumas)

Appointment of Class Representatives

Reception Jaguars: Jenny Bachelor

Reception Tigers: Sara Miles

Year 1 Pumas: Rachel Williams

Year 1 Leopards: Amy Gostling

Year 2: Sian Mullen

Year 3: Jenny Bachelor

Year 4 Rosen: Cassandra O'Neill

Year 4 Seuss: Lucy Raphael

Year 5: Charlotte Hosier

Year 6: Claire Cooke

As these roles are not voted in committee roles anyone can agree to help and be a Class Rep...you can even job share the role as it's a platform to share up and coming events and reminders.

If you would like to do this we do have a "class rep" guide available so please contact us either in the playground if you see us or email bsa@belswains.herts.sch.uk

We'd love to have on board 😊



Fundraising Ideas – Pandemic Restrictions

Sponsored Run – Tracey raised the idea of a sponsored run around the school grounds. This could be a significant fund raiser. She has approached Neysa Claridge for ideas of what the funds could be put towards and a date will also need to be arranged.

Discussion was had around a specific Fundraising Events Planning meeting with the new Chair and committee to review existing fundraising activities, which will still work with social distancing and new opportunities for fund raising from the PTA Fundraising Facebook Group as many of our previous fundraising events will not be able to proceed within the current Pandemic climate.

Planning events – Dates for Diaries

This will be published following the Fundraising Planning Meeting.

Any Other Business

It was discussed and agreed to change the Belswains School Association to Belswains School PTA (Parents Teacher Association) to reflect the effort put in by parents. This change also has the opportunity to create a competition for the children for a new motif design. This was voted for and approved so the wheels are in motion for a change of name and competition send out to pupils shortly but due to the timings and hand over this is unlikely to be completed until after October half term. Until this has happened and completed, we will still fundraise under the current BSA.

Rachel Williams will also look into making the BSA Facebook page more accessible/searchable especially for new parents but will have still tight privately rules – which will be policed. This will all be included in the newsletter that will be sent out shortly informing of changes. A reminder that the BSA facebook page should only be a platform for BSA events and requests – likewise WhatsApp groups for BSA class rep we'd recommend making a group where no comments can be added then another one for chat? Notes on how this can be achieved can be requested from the Chair.

Neysa Claridge thanked all volunteers for what they are doing and also wanted to communicate that she is very keen to meet parents and listen to any concerns or ideas they have. She has been responding to emails and calling parents but has also made her diary available to one parent a day to give parents opportunity to meet her and discuss issues or anything on the minds of parents.

Discussion was had how the school website and specifically the school association page could be better used to share information with parents without exceeding any privacy laws or putting people / the school at risk. Neysa Claridge advised she has a contact who will be supporting her with online safety training of children and parents and that the website is something she has also got in plan to review.

Hannah Perry thanked Tracey Deans for her considerable and commendable efforts in her 4 years as Chair of the BSA during which time she has led a significant turnaround in the fortunes and success of the BSA, resulting in a healthy bank balance and many very happy children who have attended and developed through fund raising events.

Meeting closed at 2130 hrs.