



The Barlow Parent, Adults and Staff Association

Thursday 14th September 2023, 7pm at Barlow Club

Meeting minutes – 7

Attendees:

Naomi Durham
Charlotte Dobson
Lucy Moore
Leanne Cooper
Fran Howard

Minutes:

Naomi opened the meeting and welcomed everyone back after the summer holidays also confirming that we since we had formed we had managed to raise £1,941.25 and thanked everyone for their efforts in raising this amazing amount. We spent just under £500 so there is still plenty left in the bank.

ND asked for feedback on what people felt worked well and what didn't. ND said that she thought the following should be continued:

- Bags 2 school
- Easyfundraising
- Book Sales

ND also said her feedback would be to plan the days well in advance so that we have enough time to organise volunteers for the day and organisation etc. This was echoed by everyone in attendance.

It was commented that for future events there definitely needs to be an option for cash payment as well as parent pay and that the system of paying on parentpay needed to be ironed out as it didn't work well with the ice lolly sales.

ND pointed out that with reaching nearly £2k in our first few events we may need to look further into obtaining charity status as this would be required if we raise £5,000 within any given year. In the meantime ND was looking into a mini constitution. LC mentioned even though there would be quite a lot of paperwork involved it would perhaps be worth it as this would enable us to gain access to more funding and also help when trying to receive raffle prizes etc). It was noted that even if we didn't become a full charity we still need to organise an AGM (showing accounts, report on previous years activities etc)

Discussions then changed to how to raise the profile of BPASA. It was noted again that we send out a letter to all parents via the children to introduce us and what the BPASA is about and have a section for 'save the date' where we can notify parents / carers of important event dates coming up. It was then suggested that we could incorporate this into a welcome pack.

FH asked if we could approach Kids Corner re new pupils who are due to start at Barlow and also Open Days – if we can have a presence there to introduce ourselves and 'spread the word' and also try and get new volunteers.

Noticeboard – this would be beneficial to have up at school, possibly on the fence outside school, near the school gate if school are in agreement so that parents / carers can see what we have going on as they are lining up to gain access into school. (Would need to be waterproof!)

LM suggested running a race night to encourage parents to come along and help raise the profile. She explained that we could gain sponsors for the races and then on the night we sell jockeys and horses, so also a good fundraiser!

Talk then turned to Fundraising events for the year.

- First up would be a 'Pumpkin Party' with Barlow Club booked for Friday 27th October. This would be a ticket only event and would be from 06:30 – 8:30. Couple of games on the evening – musical statues and bumps. We would organise a tuck shop to sell sweets, crisps, carton drinks and glow sticks. Thoughts were muted about prices for tickets and whether this would include food but in the end it was unanimously agreed that we would just sell this as £3 for the ticket only.
- Christmas – Wheelbarrow raffle; we would have 1 each – 1 for adults and 1 for kids where people can drop off donations at drop off or pick up and build this up over while and then raffle off, 1 winner for each – takes the full contents of what is in. Suggested price of £3 a ticket. CD said here mum has generously donated some Christmas rubbers and crayons which we will distribute in some form to the kids. It was then discussed do we do a party or try and organise a pantomime trip (with the authorisation from school!). LC offered to look into costings of tickets and bus travel before proposing / offering this to school.
- LM suggested doing a school lottery. So get people joined up , paying by direct debit each week / month / year and then each month we would do a monthly draw on facebook and announce the winners. LC & FH to look into this and organise. LC will also look into organising the gambling licence through the council.
- Hot chocolate sales in the winter months (Friday's) – MD even though absent at this meeting has previously mentioned this and so hoping she will undertake the organisation of this.
- FH suggested selling toffee apples etc to tie in with bonfire night.
- ND mentioned she'd seen there was a National Numeracy day which we could maybe try and organise something to tie in with this.
- CD said the bag tombola has been a big success and so this was definitely needed at an event again in the future. Also said that when she was at school they used to do something where the kids used to decorate jam jars, then fill them up with sweets and bring them into school. There would be a prize for best decorated jam jar and then all sold on in school.
- Easter – the easter raffle had been a huge success so this was a definite fundraiser for next year. This could incorporate the jam jar / sweets too?
- Olympics are in July 2024 so we would look at incorporating this for the Summer Event we will plan.

ND has requested a meeting with school in the next few weeks to discuss all the ideas we have and also to see if we can perhaps have a meeting with school council or ask them for a list of events they are planning for the upcoming year. It was also muted that we will share the feedback with school regarding after school clubs and pass on that parents are asking for more notice of these and also more notice for events at school to enable parents to be able to attend and organise getting the time off work.

The meeting concluded and the next meeting to be held on Thursday 5th October at Barlow Club, 7pm.