



# Morchard Bishop C of E Primary School

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## **FOMBS Committee Meeting Minutes** **Thursday 3<sup>rd</sup> November 2022** 8pm via Zoom/In Person

<b>Officers</b>	Amber Reed – Chair Shelli Critchley – Vice Chair Andrea Routledge - Secretary Sherrin Neenan – Treasurer	Sam Butler Tash Yendell Magda Drake-Browning Leanne Burnison Laura Scoins Sarah El Tawil Gemma Yendell Nadine Drew
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<b>Apologies</b>	Helen Dodge, Sherrin Neenan		
<b>Previous Minutes July 2022</b>	AREed Minutes signed off		
<b>Treasurer /Finance Report</b>	<p>Current Balance: £4700.64 plus remaining monies from end of Oct</p> <p>Outstanding Payments:None</p> <p>Online Banking Update: Forms have been sent, SN visiting Friday 4<sup>th</sup> Nov for an update on progress</p> <p>Maggie Down has requested an audit of the FOMBS accounts by David Parker – Last audited 2 years ago</p>		

	<p>Floats (smaller floats for smaller events to be put in place)</p> <p>Treasurer report to be included with the minutes</p> <p>SB to check with Maggie to store FOMBS floats in school safe</p> <p>Monies Raised</p> <p>Coffee morning 41.50</p> <p>Cake sale 114.90</p> <p>Matchboxes 74.00 – 6.99 costs</p> <p>Excess float money 105.20</p> <p>No questions for the treasurer AReed noted for the minutes</p> <p>No bank statements are as yet available, however SN has the Paying in receipts available for the audit.</p> <p>Donation £500 from the village jubilee celebrations October 2022</p> <p>Magda to ask Fran to write a Thank you letter</p>		
<b>Sherrin's Report</b>	<p>The forms for internet access are with the bank so I await to see what happens. I am going into Crediton tomorrow morning so I will ask for an update.</p> <p>The account balance is £4,700.64 but this does not include the remaining monies banked at the end of October but the Waie Inn has finally banked their</p>		

	<p>cheque on the 1st September so there are no outstanding expenses.</p> <p>I have contacted David Parker to ask him what he needs me to give him to complete the audit of the account. Depending how busy he is I would imagine we will have them back by our next meeting.</p> <p>In order to make sure everyone is happy going forward I am going to bring in these 4 rules:</p> <p>1) Every FOMBS meeting will have a breakdown of the month's income &amp; expenses as well as the balance on the account. (I will send the final and updated 2021/2022 report and the monthly reports for September &amp; October for Andrea to send out with the minutes.)</p> <p>2) All monies will be banked within 2 weeks of an event, if I am unable to do this myself then I will ask another of the FOMBs committee to do this. (Anyone can as long as they have the paying-in book).</p> <p>3) Floats will be kept at school but will remain at £100 so that when we have bigger events we don't need to worry about getting more float.</p> <p>4) All monies to be counted at school with two people and kept in school until being taken to the bank. I will try to ensure that I am always one of the people doing the counting when possible.</p>		
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	<p>Many Thanks</p> <p>Sherrin</p>		
School Purchases	<p>From SN</p> <p>We know that in 2021/2022 we received £318.86 from Amazon Smile and Easy Fundraising.</p> <p>Question for FOMBS shall we round it up to £320 and give each class a budget of £80 each to buy what they would like? This was agreed by all FOMBS</p> <p>We sent Mrs Miners a link to a dictionary to see if it was what she wanted, it wasn't the right one so we have asked her for what she would like and once we know Shelli will purchase these and I will write her a cheque.</p> <p>I know the classes gave us a wish list but they know what they want so I suggest that we ask the teachers to send us links of what they would like and then we can purchase them? FOMBS agreed</p> <p>Mats - TBC for classrooms for children to sit on (possibly 2 rugs)</p> <p>Books</p>		

	<p>Crediton bookshop (SB has a letter from the bookshop) re-offers available on school books</p> <p>Catherine Bradford Usbourne books-AREed to make contact</p>		
Easy Fundraising	<p>Morchart Messenger advert</p> <p>MDB to arrange for an article on how we use</p> <p>(Tash step by step guide)</p>		
<b>Garden Day job list</b>	<p>12<sup>th</sup> &amp; 26<sup>th</sup> Nov</p> <p>Weeding/Bramble removal</p> <p>Kitchen garden area needs tidying</p> <p>Emma Smith Pre-school staff to assist us with garden advice (ex landscaper)</p> <p>We need a planned area to plant the existing trees x20</p> <p>Invite Rosie for the 26<sup>th</sup> AREed Suggestion</p> <p>Possibly a plan to producing produce for the farmer's market</p> <p>250m track area 25k for a track all in</p> <p>A groundworks quote is needed for the trust letter, possibly on Fri 4<sup>th</sup> Nov SB has a meeting</p>		
<b>Christmas Cards</b>	Ready for parents to order		

<b>Christmas Stall</b>	<p>3<sup>rd</sup> December</p> <p>Mo Sparrow LB to contact to enquire about refreshments ect</p> <p>Possibly school children singing carols</p> <p>We would need to ask for a donation to “sell” mulled wine rather than actual selling</p> <p>Suggestions: Hot Chocolate cones Reindeer food</p> <p>Possibly wreath making workshop prior to the Christmas market to sell at the event</p>		
<b>Christmas Disco</b>	All confirmed		
<b>Big Events</b>	<p>Quiz- Sarah is interested from the London Inn to host the quiz</p> <p>Questions from Richard Miners &amp; Sam Butler</p> <p>Best decorated Wheelbarrow followed by a race</p> <p>Winter 2023 planned for Dinner Dance</p> <p>Sports club for a Summer event, silent disco/pizza van</p> <p>Planned Pantomime - online £200 over 150 pupils for Dec 2023</p>		

<b>Little Activities</b>	Penny Challenge		
<b>AOB</b>	Bags2school advertised in November Morchard Messenger 9 <sup>th</sup> Dec		
<b>Date / time for the next meeting</b>	TBC 8pm (Zoom & The London Inn)		
<b>Close</b>			