

BRADLEY STOKE JOINT SCHOOLS ASSOCIATION

MINUTES FROM MEETING THURSDAY 3RD DECEMBER 2009

PRESENT - Representatives from:

Lynne Miller & Michelle Ives - Bowsland Green Primary School
Jane Bryant & Naomi Snedker - Wheatfield Primary School
Amanda Waring - Bradley Stoke Community School
Trevor Forrest - Bayleys Court Primary School
Glenda Findlay - Meadowbrook Primary School
Louise Day - Holy Trinity
Christine Wright - South Glos Council

APOLOGIES:

Michelle Ives - Bowsland Green Primary School
Alison - Matters Magazine

Actions from previous meeting

Naomi provided details off the dance companies interested in running a workshop at the festival

- Bristol Ballet
- Bristol Fahrenheit
- Dance South Glos and Glos
- Freestyle Disco

ACTION: LM to contact Sharon Phillips to ask whether she would also be interested

Drama is outstanding - **ACTION:** Trevor to take forward and contact Bristol Old Vic, Stagecoach, Helen O'Grady and others.

Glenda is researching craft stalls

Bayleys Court are still to provide £50. **ACTION:** Trevor will follow this up with Friends Committee and Head.

Marketing/Advertising

LM to follow up with Alison re standard wording for marketing.

Booking form is attached for all to use when contacting and confirming workshops (not to be done yet)

LM circulated draft logo. Feedback was provided from committee to tweak layout and updated draft will be available at the next meeting.

Funding

Amanda advised that BSCS will now need to charge for the use of the school for the festival due to lost revenue regarding cancelled bookings. ACTION: Subsequent email from LM regarding previous correspondence which LM is taking forward with BSCS

LM advised that the Arts Council are not accepting applications until 1 March 2010 so this is the deadline for all financials to be in to LM so that application can be drafted and budget drawn up. The turn around for application response is 6 weeks. ALL TO NOTE and feed into Lynne as necessary

Other sources of funding mentioned:

Bradley Stoke Town Council

Quartet

Commercial Sponsors - Willow Brook Centre etc.

Festival Plans/Layout

Christine raised whether the main day and evening was too ambitious to organise, set up and run. The committee agreed and therefore have decided to focus on the main day with displays from the schools during the event which will also help to bring a steady flow of visitors throughout the day.

Following discussion regarding layout and position of specific workshops its was suggested:

- Craft stalls be set up in corridors
- Orchestra take the main hall with the tiered seating to make this the focal point of the festival and make full use of the equipment i.e. PA System, ICT equipment Rock 'n' Roll in the Sports Hall. There is a potential issue with 'no heels' allowed in this area. ACTION: Amanda to take forward with BSCS

- Christine suggested a 'Big Sing' session
- Other suggestions - Karoke room/X Factor competition

It was suggested to draw on the experience and knowledge of BSCS to invite the Head of Drama to the next meeting. **ACTION:** Amanda to approach.

Insurance

Committee agreed to join NCPTA rather than utilise each individual schools insurance. **ACTION** - LM to make application

NEXT MEETING - Monday 15th March @ 7pm BSCS please advise Jane if you can not make this meeting as soon as possible.