

## Maidensbridge HSA Minutes - Wednesday 4<sup>th</sup> October 2023

Present:

- *Update from last meeting:* Rich A-Z continuing to sort license for the bonfire
- *Black Country Radio:* Price is £350 this was unanimously decided to be too expensive and over cost. Alternative is to source a speaker and a DJ. KT to look at resources at Summerhill and the current amp at Maidensbridge.
- *Fireworks risk assessment:* to be completed by RA-Z
- *Food Vendors:* £150 flat rate to be charged.
- *Artwork:* Steph to send current artwork to Becky L. Becky to then develop posters and complete communications for the event.
- *Ticket Prices:* Feedback from parents shows they are happy with the price therefore sticking to Adults £6, children £4.  
100 tickets sold so far including external tickets. Tickets have arrived and are in school.
- *Glow:* Rach P offered to help source these. Budget for glows is £500
- *Bonfire helpers:* Gina D-J and Becky L available to help on the day. Rach H and JN may also be available. May need support of staff. Newlan van is available to collect wood and alcohol on the day
- *Arks:* an enquiry has been made. Task list has been reviewed and agreed.
- *Banners:* these need to be ordered (by Rich A-Z or Rach P). Karen to send details over of design to committee to be ordered.
- *Job Roles for the event:* Gina D-J to sell glows for people in the queues. Rach H and Becky L to sell glows on the stall. Steph asking St Johns Ambulance for availability.
- *Items to buy:* Gina D-J to look at purchasing 8-10 bumbags tomorrow.
- *Rich A-Z to update on signs for food* – i.e. baps, chips, jacket potatoes.
- *Gazebos:* is there anywhere we can sort these from as a donation. Becky L to ask Wall Heath Scouts if they have one.
- *Sum up:* Kate J to set up QR codes for sum up machines for external tickets. These details to be sent to Steph when complete.
- *Dropbox:* get details from Rach P.

- *Agenda for after bonfire:* Gina D-J – updating admin of HSA.

- *Disco:* Gina D-J to check stock of sweets for KS1 and KS2. We will need fruit shoots, water, flavoured water and vimto. Yr group Whats app to be used to ask for volunteers on the night. Volunteers so far – Gina D-J, Rach H, Becky L. Bookers to be used to buy any stock that is needed.

- *Asks from school:* need to update phonics books for KS1 (Ruth Miskin). Currently waiting on a quote from Gaynor. Also need iPads so need help funding those.

- *Action:* Becky L to look into Maidensbridge Alumni that own a business to see if they ar interested in helping. Could be a wonderful opportunity.

*Next meeting: Thursday 26<sup>th</sup> October at 6pm.*