

MGS PA Meeting Monday 14th January 2018

1. Present – Sarah Hudson (Chair), Caroline Chittenden (Vice), Steve Batchelor (Treasurer) Charlotte McClymont (Secretary), Paul Tassell, Julie Griggs, Sherry Scott, Jacqueline Bell, Pauline Coppard, Michael Hall, Emma Foreman
2. Apologies for absence – Mark, Jo, Maria, Jennie, Heather, Irene, Karen, Kelly, Wendy

Item	Purpose	What	Who?	When?
Minutes of the last meeting (Monday 12 th November 2018)	Constitutional	Please note that these should read that the accounts need independent examination, not auditing.	Char	14 th Jan
Parent Survey	Parental opinion	Caroline will support Paul to get the survey completed and in to the school to send out.	Caroline and Paul	By end of term 3
Treasurer's Report	Information	Wreath making made nearly £700. Well done to Pauline and team £37,299.86 in bank Committed £10,500 Balance Just under £21K Steve to go through accounts with Sarah Steve has requested that the constitution marries what we do so at the next meeting that Mark attends can we address the constitution please?	Steve Steve and Sarah	Asap
Head Master's Report		Mark unable to attend so carry over to the next meeting	Mark	February
Thank you to Wendy		Wendy has resigned from the committee. Thank you for your support		
Brugges Trip Feedback		Thank you Paul for your efforts and the committee acknowledged that the delays were well outside of your control. One letter of complaint to which Paul has replied.	Paul	
Joint Barn Dance		Sarah, Charlotte, Jacqueline and Caroline to help. Need raffle prizes. Paul	Charlotte,	26 th January

		and Sarah will stock the bar. Sarah has license in hand. MGGs has sold 30 tickets. MGS have sold 23 plus more from the committee. Helpers to arrive at 6pm	Jacqueline , Sarah and Caroline	
Quiz Night		8 th March at 7.30pm Max 8 per table. Kelly has designed a poster to go out asap	Kelly	asap
Spring Fayre		Saturday 30 th March. Sarah and Mark have met with the heads of houses. Sarah and Charlotte to liaise over the stall types. Can people contact companies to get raffle prizes. Students to be asked to bring donations for the stalls.	Sarah and Charlotte	By end of Term 3
Any Other Business		Charlotte to retype Diane's email address as it keeps bouncing back Hundred Club 40 in it at the moment and 2 are leaving.	Char	14 th Jan
Recycling Scheme		Still going and clothes are still being collected. Coin collection not really taken off yet. Scrap metal has been taken and Sarah got £91.80 for the school.	All	Ongoing
Fridge		Caretakers have advised Sarah that the PA fridge isn't working properly and that we should buy a new fridge/freezer. All agreed ok to get a new one. Sherry to source through husband?	Sherry	By next meeting 4 th February
Expenditure		Question was raised whether the PAs job is to support the larger building projects of the school or to provide enrichment opportunities for pupils in school. Consensus is that the PA would welcome bids from multiple departments to benefit a range of pupils. To be discussed		
Uniform Shop		Julie to run a second hand shop Saturday 9 th February 9.30-11.	Julie	9 th Feb
School House Captain		Noted that the current captain has not been attending the meetings. Have they been getting the dates? Was noted that prefect support has been well organised this year.		
Murder Mystery Evening		Maybe book one in late June. If anyone has any companies that they have used can you please bring details to the next meeting?	All	June?
Bon Jovi Tribute Night		17 th May. Could use Big Bens for food?		Ongoing
Date of Next Meeting		Monday 4 th February	All	