

MINUTES OF COMMITTEE MEETING HELD ON MONDAY, 9TH JANUARY 2017 @ 7.30PM

Present: Sarah Hudson (Chairman), Caroline May (Vice-Chairman), Mark Tomkins (Headmaster), Roger Berry (Treasurer), Wendy Papagno (Secretary), Stephanie Ritchie, Steve Batchelor, Pauline Coppard, Emma Foreman, Paul Tassell and Michael Hall

Apologies: Karen Shaw and Irene Santineer

Minutes of the last meeting (Monday, 7th November 2016)

All agreed that the Minutes of the last meeting were a correct and true account.

Matters arising: Lighting for the quad

Mark reported that a company had been in before Christmas and provided a quote to light up the quad. This was in the region of £7,000 and wondered if the PA could maybe pay half. We would be able to use it as a feature at several events and it would look great.

Treasurer's Report

Roger distributed his latest report and a Bank Reconciliation from 1 September 2016 to 4 January 2017. Points discussed at the meeting:

- MGGS error re Summer Ball at £706.60 has been resolved.
- The DoE bid has been settled @ £816.82 on 30/11/16
- The SJA for firework has been settled @ £88.32 on 22/11/16
- Barclays matched funding for fireworks @ £1,000 has been received on 16/12/16.
- Three cheques totalling £40 outstanding
- One winner of the 300 club for November of £50 is outstanding
- Girls Rugby kit has been bought – they were able to do this net so the cost was less than the agreed bid of £462 and came in at £382.05. Roger to settle straight away.
- £22,354.74 gross available

Roger to meet with Sarah separately to go over the accounts. Mark said very well done. He thought the figures were very good and said that it didn't matter if we didn't make a profit from all events as some were good for the parent community. Pauline thanked Roger for his work which was echoed by all.

Christmas Events – Brief Update

Christmas Shopping evening: Sarah reported that she had received some verbal abuse on the night and some by email following the event from stall holders due to the lack of footfall. They were questioning whether the event had been promoted well. Mark thought that the

event was a bit later than usual, however, it appeared to only be by a few days. Some suggested that as there had been a Year 12 parents evening the night before some parents and indeed staff were reluctant to come out again. In addition, Invicta's carol concert was that night. Sarah suggested having the event late November this year and not in December as there was too much on already. Pauline said that someone had mentioned that the choir had sung the previous year and that brought in parents. Sarah said this was planned until the choir teacher had had to change her plans a couple of weeks before. Sarah wants to look at changing it this year.

Wreath Making: Pauline reported that, although it made a tidy profit, she wasn't able to do as much this year due to her leg injury. Caroline had hoped to help her but was poorly herself and unable to assist. Pauline said it was very time consuming and she couldn't do any more. Emma said that it was a lovely evening though and enjoyed by those that attended. It seems to be an annual event that people look forward to attending.

Mark said that it was good to reflect and learn from these events. The fireworks was very successful and Sarah has ideas to tweak things.

Upcoming Events

Year 9 Parents Evening - Tuesday, 24th January: Jane Friel, Linda, Claire and Wendy to help with refreshments. Steve said he could possibly help too if needed.

PA Annual Quiz Night – Friday, 3rd February: Debbie has offered to help with the food. Sarah asked what people's feelings were about this. Discussion followed and it was agreed that Sarah would speak to her about helping with the shopping. Everyone possible in to prepare the refreshments.

Year 8 Parents evening – Wednesday, 8th February: Caroline, Steph and Sarah to help with refreshments.

Rock Gig – Friday, 10th February: Caroline, Pauline to help with refreshments

Jam Tribute Night – Friday, 3rd March: Sarah, Caroline, Wendy, Pauline, Michael to help with refreshments

MGSPA Belated Christmas Meal: table booked for 10 on Thursday, 19th January at the Wateringbury Hotel.

Snooker Night – Thursday, 25th May: five frames will be available for people to play Steve Davis and then there will be time for him to talk afterwards. Sarah had already sold three of these frames @ £200 each. Spectators will pay £25. There will be a raffle, signed merchandise on offer and a bar and buffet. Emma said she would help on the night. Mark offered use of the Food Tech room from 5.00pm onwards.

Summer Fete/Football Fiesta – July: Sarah suggested that with the amount of work and effort this event takes and with the impending house change at the end of this academic year she proposed cancelling this event this year. She said that it was lots of effort for negligible return compared to the other events i.e. fireworks. There was then a discussion around the event. Paul felt quite strongly that his sons and their friends were looking forward to the event and it was a shame to cancel it. Caroline also said that she had attended the event prior to her son starting the school and he looked forward to being able to take part in it this year. Sarah said about doing something slightly different, more on the "It's a Knockout" lines,

open to all years rather than just 7 to 9 that the Football Fiesta covered. Mark said that we should think of a good summer event for families.

The Football Fiesta discussions were taking up a lot of time and so it was agreed that people should go away and think about it and discuss it at the next meeting.

Summer Draw: Sarah suggested a summer draw this year, perhaps in June, to replace the Football Fiesta and instead of there being one at Christmas. Mark mentioned that years 11 and 13 will have left by then and so perhaps a little earlier in the year. It was agreed to send the tickets out straight after Easter and give a two week window. The tickets would cost the same as last time (1200 tickets for £480). Additional tickets could be sold at events such as the Tribute Night, and the Snooker Evening.

Xmas Fayre: Sarah asked us to picture “On a Saturday afternoon in November outside in the front car park – food vendors in little huts, getting darker, lights coming on, Xmas tree in the car park and carol singers around it, a German style Christmas market. She went on to mention an ice rink at which point Mark suggested they talk about this first before further discussions took place.

Everyone to think about ideas for how to create the right Christmas atmosphere.

At this point Mark left the meeting.

Any Other Business

Quad lighting: Roger asked if anyone had an opinion about paying more than half of the money for the quad lighting. Pauline mentioned the poor lighting by the bike sheds not to mention the uneven floor and questioned whether this could be addressed while we had electricians quoting for work at the school. Also Roger suggested that we piggyback the quad lighting quote and ask if they could fit the external power sockets to the pump room. If this was the case all those present were happy to pay half the cost of the lighting plus the additional sockets cost.

Emma’s son World Challenge: Emma asked if her son could sell raffle tickets as part of his World Challenge at the Quiz Night in return for helping out. All agreed

Saturday, 21st January – Second Hand Uniform sale: Sarah asked Michael if he was about on this date. He said he was.

Non-Uniform Day: Sarah asked if we could have a non-uniform day where the children pay £1 which goes to the MGSPA towards prizes for the Easter/Summer raffle. All in favour. Sarah to raise with Mark.

Waitrose @ Kings Hill: we are now one of the green token slots here for month of February.

Fundraising: Sarah asked if the committee were interested in paying for her to go on a Fundraising workshop in London on 23 March at a cost of £234 + VAT. She would then know how to apply for grants/money etc. Pauline said she had attended something similar run by KCC and suggested checking their courses.

Date of next meeting: Monday, 6th March 2016. The proposed meeting on Monday, 6th February was postponed due to there being several events on in that week already.