



Minutes 08^h March 2018 19:15
The Bull Pub at Barming

Present: Jane Fraser, Deputy Chair
Rachel Bain, Treasurer
Kathy Witherington
Andrew Bell
Stephanie Bell
Sarah Davis, Secretary

Apologies from Barbara Saul, Chair, Heather Gray

Welcome to Stephanie and Andrew Bell

REVIEW OF LAST MINUTES & OUTSTANDING ACTIONS

Actions from previous meeting

1. Defib ; on facebook
2. Refreshment rota to capture volunteer availability – discussed later in the meeting
3. Targets for specific fund raising; JF has had a brief conversation with Mr Moody; suggested canopies for bench area & 6th form study area booths; £200 -£300 each.
4. JP replacement; not known.

♣ FINANCES RB

RB circulated the income/ expenditure sheets

£931 profit from Race Night

Spring Ball on going

A few outstanding monies: Programme sales RB to ask BS, sponsorships for race night RB & JF actively chasing

£27 JP has this money RB – to contact JP

♣ Completed Events

Race Night JF

Fewer attendees than last year, IT issues.

£116 on Tricast, agreed we won't repeat; requires a lot of time & effort from the PA to sell such a large number; so need to rethink this next time

£248 on Bets on the night

JF and family exceptional effort to run the evening with good profit.

♣ Planned Events 2018

- March 14th – cake sale – Kathy, David and Barbara, JF as emergency back up – knives, napkins, tables, float.
- March 16th 2018 –Non-uniform
- Easter Raffle – agreed that we wont run this year.
- April 27th 8pm – Gin Night - sold 31 tickets. Need 1) nibbles Mediterranean style suggested by Anno 2) raffle prizes; RB to email Lisa & Heather, Nicola Plane
- May 12th Spring Ball at The Village hotel. Includes a disco, dinner, Silent Auction & casino with free chips included within ticket price. Sold 44 tickets sold, 58 pending; cost £40 til end of March; then £45. If tickets unsold consider reducing the cost back to £40. 8,10,12 people per table. PA will also earn profit from bar sales 10% plus 30% from photographic sales on the night. Silent Auction lots thus far: skin therapy, RB to check & photo package; Action: SB will write to various companies and via parentmail ask parents to donate.
- Simon Peacock to put in newsletter requesting donations, / suggestions. The Village hotel donates a room for the night so this will be a prize; RB to check no conditions on this and we would need to advise people beforehand.
- June 15th – Cake sale

♣ Matters Arising

- Parent volunteers to take a lead on i) promoting events; ii) collecting prizes ; would not need to attend meetings
- Website / Facebook updated. Could a pupil be a successor? JF to ask OPGS.
- Generic OPGS PA email address, all to ensure leave /mark emails as unread so all are able to read without missing any.
- We need school liaison – email to Mr Moody, RB
- Refreshments for parents evening – dates need confirming – all agreed it is worth us still running to promote if we can.

June 4th exact date tbc (Y10) (SD to check dates)

June 11th exact dates tbc (Y7)

June 20th 7pm New parents evening. We need our contact details included on the form that all new parent are asked to complete – have an opt out box.

AoB

Mr Keeling-Jones has requested money to purchase kit for the forthcoming summer sports tour of S Africa. Requested £1000 - £1200. Suggested we should encourage students to fund raise themselves and the PA would match but concern re lead in time to purchase branded kit. Agreed to donate £500.

Academic year: Spring Term 4th Jan -28th March (Half term 12th -16th Feb), Summer Term 16th April – 20th July (half term: 28th May – 1st June))

Next meeting / venue: 3rd May 7.30pm at The Bull Pub, Tonbridge Rd Barming