



Minutes 11th January 2018 19:15
The Bull Pub at Barming

Present: Jane Fraser, Deputy Chair
Rachel Bain, Treasurer
Juliet Priest, School Liaison
Kathy Witherington
Heather Gray
Sarah Davis, Secretary

Apologies from Barbara Saul, Chair, Gill Wlodarski & David Bissell

Welcome to Heather for her first meeting.

REVIEW OF LAST MINUTES & OUTSTANDING ACTIONS

Actions from previous meeting

- a. Defib ; need photo JP advised that we will get this in the next few weeks from school via Mr Keeling– Jones. To be sent to Rachel so it can be added to the rolling presentation used for parents evening as well as to be in @Oakwood Magazine. School will also arrange for a plaque , Defib is yet to be sited in school.
- b. Facebook revamp . JF is maintaining, parents are sharing & people joining all the time. BS has boosted. No further action needed at this time other than to keep it updated which JF will do.
- c. Non-uniform , could an alternative be “Go tieless” BS had emailed school but after further discussion at this meeting it was agreed that we would continue with the nonuniform as when we cancelled the last one it was simply replaced by the 6th form using it as a fund raiser for themselves and JP advised that collecting the money for non-uniform is a well -established process & changing this may cause further work for teaching staff. KW happy with this. Agreed we would continue with non-uniform days. March 16th is the next one.
- d. Refreshment rota to capture volunteer availability – this has not worked but HG advised that despite being one of the parents that expressed an interest for helping she has not received anything else to further progress.
- e. Container prices - too expensive cost previously circulated (£624 pa)- could we instead have a 2nd hand uniform swap system – parents can post any items they have and if another parent is interested then they respond directly to the swap- JF to explore

♣ FINANCES RB

RB circulated the income/ expenditure sheets to 09.01.18 £ 3016.66

Discussion re having a target to aim for, committee to request a meeting with Mr Moody. Action JF to email Mr Moody. Agreed the canopies were too expensive and we need something more easily achievable.

♣ Completed Events

- Quiz Night: 03.11.17 – raised £439.12
- Cake sale: 16.11.17 – raised £198.47

- Refreshments raised £81.29 so worth running despite lack of volunteers

♣ **Planned Events 2018**

- February 23rd 2018 – Race Night – JF has the DVD & tickets £69. 4 sponsors so far, RB to forward names to JF. 8 races. Tricast sheets printed & available to purchase at Parents evenings etc. 49 have been sold thus far, none on line. JF has devised a volunteer sheet & will also run a losers raffle on the night. JP to circulate race sheet around staff room. JF to design a poster & email to school for advertising.
- March 14th – cake sale – RB to email the 20 parents that previously expressed an interest again. SD to email the school the day before to ask that form tutors remind students. BS can be there to collect. KW can sell but would like another parent to be there too. Reminded re taking knives, plenty of napkins under stage.
- March 16th 2018 –Non-uniform
- Gin Night date set 27/04/18 8pm – 10pm

RB has been liaising with local producer Anno Gin, Marden.

The distillers will start the evening with an introductory talk re distilling process and their production. They will bring 5 different gins and the ticket price will include blind tasting of 3 gins pp; there will be more to buy and take home. Prosecco will also be available. PA will also get 10% of any sales.

We need a minimum of 20 people to make it viable.

Raffle with Distillery tour as a prize

£8 pp

We will provide nibbles as part of the ticket cost

- May 12th Spring Ball / Silent Auction RB All booked and fliers to go out

3 course meal, bar, casino, photographer & silent auction £40 pp until end of Feb then £45pp

(Profit: Village charge £28.50pp plus additional costs)

Capacity 140 at The Village, Aim for 120 attendees

Photographer: Mr & Mrs Occasion, PA will get 30% of their sales.

Discussion re merits of having a back drop – additional cost for not a lot of gain in people's experience so decided against that.

Tables of 12, RB will arrange tables

Discussion re Tickets – print or not, agreed that we would not; again to save costs (and the planet) to be emailed

Silent Auction –Goodwood tickets / skin therapy; BS to put in newsletter requesting donations, / suggestions. The Village hotel donates a room for the night so this will be a prize.

- June 15th – Cake sale

♣ **Matters Arising**

- Promoting Events Parent volunteer to take a lead on this; would not need to attend meetings
- Volunteers, continue to need more, should we focus on this at the next meeting?, Specific jobs for people
- Website; BS happy to teach at the next meeting. As BS last year need to be succession planning.

♣ **For planning purposes; Scheduled Parents evenings & Refreshment volunteers required**

March 5th “ “ (Y8)

March 6th as above

June 4th exact date tbc (Y10)

June 11th exact dates tbc (Y7)

June 20th New parents evening 7pm

PA Meeting dates for the year: 8th March, 3rd May and 21st June.

(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))

AOB Easter Raffle, should this just be in school as huge challenge to get tickets home and sold? Someone has asked about this, would need to finish before Easter break.

JP – kindly arranging a successor for her liaison role whilst on Maternity leave. Good luck Juliet

Next meeting / venue: 8th March 7pm at The Bull Pub, Tonbridge Rd Barming