
St Edward's School Association Meeting Minutes 13th September 2016

Meeting Held: Main Conference Room at St Edward's School Poole at 7.30pm Chair: Mark Townend

Present

Mark Townend (Chair)

Juliette Johnson (Secretary)

John Redwood (Treasurer)

Marie Lane (Business Mgr)

Robert Stanley

Teresa Stanley

Welcome

Mark opened the meeting at 7.35pm with a welcome to all.

Apologies

Apologies received from Simon Dunk, Mary Lanham, Clare Franco and Julie Caines.

Finance

John advised that the total balance of Association funds is currently £5238.58:

Balance in the bank: £4955.43. Balance in cash: £283.15

John also reported that after receiving more bidding money, the amended profit from the summer fayre was £2123.09.

Financial Bids

Marie Lane advised that she had received one financial bid the details of which are as follows:

- A request for £120.00 towards the cost of a senior citizen's party at Christmas was made by Mrs Hoole and Mrs Percy. The money would go towards the cost of providing afternoon tea, entertainment and gifts for those attending. Although the party would be for the members of the local community it would involve students particularly those in the sixth form in organising the event and entertaining the guests. Pupils studying art would also be involved in designing and making gift boxes for chocolates and sweets.

Following consideration, it was queried as to whether £120.00 would be enough to fund the event and it was proposed by those present, to round up the request to £150.00 which would be donated to support the party.

Marie asked the Association if they would be willing to fund the purchase of business cards which the school was considering handing out at the forthcoming open evening. The cards would include important contact details for parents thinking of applying to the school such as the details as to who to contact regarding admissions and could also include the School Association email address. The Association agreed to this and Marie advised that she would inform members of the cost once they have been ordered.

Juliette asked Marie if there was any further update on replacing the floor in the Sports Hall and Marie advised that so far £1100.00 had so far been donated by a club that uses the hall for basketball. The total cost of replacing the floor would be around £40,000.00 and the school would be applying to Talbot Village Trust for a loan. After deliberation the Association agreed to contribute £500.00 towards funding the cost of replacing the floor which would also aid the loan request. Marie thanked the Association and advised that she would update the committee as to when payment would be required.

School Association Events

Christmas Shopping and Pamper Evening 17.11.16 –Robert has agreed to advertise this event on Facebook and various websites in order to attract stallholders and will ask those interested to contact the School Association Mailbox for a booking form. Juliette will monitor email requests and send out booking forms. Those who are interested will need to post the completed forms and payment back to Marie in the Finance Office before an email confirmation of their booking is sent. Marie to check to see if the school would like to be involved by perhaps having a stall or pupils singing carols on the night.

Quiz Night 27.01.17 – John to arrange.

Bingo 10.03.17 – No update at present.

Communication

Dates for future meetings were decided and these are as follows:

AGM and normal meeting to follow: **04.10.16**.

Normal meeting; **01.11.16**

Christmas Social (to be held at the Grasshopper): **06.12.16**

Normal meeting dates for 2017: **10/01/17, 07/03/17, 04/04/17, 09/05/17 and 06/06/17**

End of year Social Meeting: **04/07/17**

Mark informed members that he would be stepping down as Chair at the next AGM which is due to be held on the 4th October and Juliette stated that Julie Caines would also be stepping down as Vice Chair. John and Juliette have agreed to stay in their current roles as Treasurer and Secretary unless there is anyone else interested in taking over but John did advise that as next year would be his final year then someone should perhaps consider shadowing him in order to take over once he has left.

It was agreed that new members are very much required in order to carry on the work of the Association and it is hoped that Michael Antram the new Head who has agreed to attend the AGM could help support this. A welcome evening which is due to be held on the 6th October could be a key event in getting new parents involved and will be discussed further at the next meeting.

Any Other Business

- Robert and Juliette to represent the Association at the open evening for new parents and pupils on Wednesday 21.09.16.

Meeting Concluded

Meeting concluded at 9.03 pm.