
St Edward's School Association Meeting Minutes 7th June 2016

Meeting Held: St Edward's School Poole Main Meeting Room at 7.30pm

Present

Mark Townend (Chair)

Julie Caines (Vice Chair)

Juliette Johnson (Secretary)

John Redwood (Treasurer)

Marie Lane

Robert Stanley

Teresa Stanley

Simon Dunk

Mary Lanham

Welcome

Mark opened the meeting at 7.36pm with a welcome to all.

Apologies

Apologies received from Daryl.

Minutes of the Previous Meeting

The minutes of the previous meeting were reviewed, agreed and signed by the Chair Mark Townend.

Finance

John advised that the overall balance is £3749.81:

Balance in the bank: £3,166.36. Balance in cash: £583.45

Financial Bids

Marie stated that there were no financial bids but did advise that the school was considering replacing the floor in the Sports Hall and in order to do so she was asking if the Association would possibly consider making a contribution at a later date towards this. The total cost of resurfacing would be approximately £40,000 and in order to achieve this the school would need to look at all sources of possible income in order to raise as much money to cover the cost. More details around this bid will be advised in due course.

School Association Events

Summer Fayre 18.06.16 – Specific roles are required for governors attending it was hoped that they would be able to help in the setting up on Saturday from 7.30am onwards and in manning the gate prior to the fayre. Security was discussed and it was considered that if the Association was to set things up from 4pm on the Friday evening beforehand then the field should be fairly secure overnight. Juliette reminded members that the tennis courts on the field were locked during the previous year to prevent access during the event and it was decided that this should be done once again this year.

It was agreed that three to four cakes would be made by senior students for the refreshments stall.

Robert advised that he had seventeen outside stallholders attending with another possible two to be booked and that the fayre was being advertised on Hot Radio and Wave as well as the Dorset Troopers own website.

Teresa was checking the drinks license with Bournemouth Brewery. Simon stated he was happy to have an Events Licence which was required in his name and confirmed that he should be able to help with the parking on the day. Marie advised that the raffle license still need signing and Julie agreed to do this.

Marie informed members that those she had hoped would be first aiders were no long able to attend but she would check with Monika who is a trained first aider and works in the Student Office if she could be available. John asked if Marie could make her office available after the fayre in order to count takings and if cash could be stored in the safe.

A request was also made if a banner could be put on the front page of the school website advertising the fayre. Simon agreed to speak at the new intake evening which was due to be held on the 16th of June at 7.30pm and other members will support this event in order to advertise the School Association and forthcoming fayre.

Car Boot Sale – The next car boot sale is due to be held in September and it was decided that the date for this should be determined at the next meeting in July.

Christmas Shopping and Pamper Evening 17.11.16 – Julie Caines advised that she was still putting a guide together as to how she organises this and no further action was required at this time.

Communication

Juliette reported that there were no communication issues to be discussed.

Any Other Business

- Next meeting to be held on 5th July which will mainly be a review of the summer fayre.

Meeting Concluded

Mark Townend closed the meeting at 9.10 pm.