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## Friends of St Edward's Meeting Minutes 16<sup>th</sup> October 2018

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*Meeting Held: In the LRC at St Edward's School Poole Chair: Robert Stanley*

**Present** – Robert Stanley (Chair), Teresa Stanley (Treasurer), Juliette Johnson (Secretary), Marie Lane (Business Manager) Mike Antram (Headmaster), Chris Farrow (Assistant Head), Charly Eastwood (LRC)

### Welcome

Robert Stanley opened the meeting at 8.11 pm with a welcome to all.

### Apologies

Apologies received from Rachel Neville-Jones

### Approval of the Minutes

The Minutes of the meeting dated 4th of September were reviewed and approved by those present.

### Finance

**Balance: £ 2500.94**

As reported during the AGM, which preceded this meeting the current recorded balance of funds is £2500.94. Further payments received from Christmas Market stallholders and cash from the sale of second hand uniform were presented to Teresa to record and bank.

### Financial Bids

Marie reported that she had not received any further financial bids and it was decided to review all outstanding requests at the first meeting of the Spring Term. This is due to be held on 14<sup>th</sup> January 2019 after the Christmas Market has taken place.

### School Association Events and Initiatives

- **Indian Evening 15.09.18** – This event has now been postponed until 2019. Juliette to contact Louis to see if it can possibly be held on either the 11<sup>th</sup> or 18<sup>th</sup> of May. Juliette to create a letter to go out in the weekly communications so people can bid for prizes that were donated for this rescheduled event.
- **Christmas Market 24.11.18**– Juliette to create a flyer to be sent out to parents possibly interested in having a stall at the Christmas Market. Charly to contact the Canford Heath Link regarding this event. Teresa confirmed she had ordered glasses and will purchase drink and refreshments for the event. Marie advised that Karen in charge of the school kitchen has offered to make Christmas puddings to be sold on the day to help raise funds. Juliette to record that a table will be required for the sale of the Christmas puddings and that Young Enterprise will also need a stall. Teresa asked if students selling at the market could be asked not to directly approach customers who were browsing at other stalls. Juliette to contact Routes to Roots to find out if they would like to attend once again and Rob to contact Tesco. The floor covering will need to be put out in the Sports Hall prior to tables being set up and Charly will contact site staff to see who is available to work on the Friday evening and Saturday.

Stallholders to be allowed to set up from 9.30am and car parking volunteers would be required from 9.00am onwards. Hopefully some sixth formers or senior staff could help, and Juliette will contact Mark Townsend to see if he could assist. A suggestion was made to note stallholder's car registration numbers just in case owners needed to be contacted during the event to move their cars. Teresa advised that would cook bacon butties on the morning for all those helping. Rob advised that Dorset Troopers would be attending but required a room which they use to lock up their possessions and they would be raising money for Julia's House by posing for photos and money collection. Rob also advised that there would be a small display of possibly decorated classic cars, and he will need to work out where they could be parked. Christmas decorations including fairy lights to be found and put up, Charly to try and find a Christmas tree to decorate.

- **Second Hand Uniform** – Charly advised that she had received some of the money from uniform sold at the Welcome Evening and would chase up those yet to pay. It was decided that in future anyone who wished to purchase uniform but who didn't have the money on them could have the clothes put aside for collection once payment was received. Payment should be made at either reception, the Finance Office or direct to Charly in the LRC. The next sale of second-hand uniform will be at the Christmas Market.
- **Possible Film Night** – Marie advised that the school did go ahead with a film night for the environmental week and was able to break even. It was advised that the man who had contacted the school regarding the proposal of a film night would be able to offer a range of films and that the Friends of St Edward's could possibly raise funds from the sale of refreshments at a similar type of evening. As a potential Halloween Alternative Charly suggested that perhaps the Friends of St Edward's could consider a possible light party next year as similar events have been successfully run at the church she attends.

### **Communication**

Juliette notified members that she had been contacted by Parent Kind who wanted a contact for the Friends of St Edward's. This would give access to a website about PTA's and fundraising and now re-elected as secretary Juliette would provide her contact details.

### **Any Other Business**

- Juliette to email Rachel, Chris and Dave as to whether they wished along with their partners to go out for a Christmas Social on 04.12.18 at either the Grasshopper or Mint.
- Marie advised that if anyone was interested she would be involved in a soup evening at Parkstone URC on the 29.11.18. Those attending would pay for a bowl of soup and listen to pitches made by four difference people after which they would vote to decide which pitch they liked the best. Money paid by those attending would then be given to the winning pitch to help them towards their goal.

### **Meeting Concluded**

Meeting concluded at 9.52pm. The date of the next meeting will be Tuesday 6<sup>th</sup> November with a Christmas Social to be held on 04/12/2018.