
St Edward's School Association Meeting Minutes 4th April 2017

Meeting Held: In the Conference Room at St Edward's School Poole at 7.30pm Chair: Simon Dunk

Present

Simon Dunk (Chair)
Robert Stanley (Vice Chair)
Juliette Johnson (Secretary)

John Redwood (Treasurer)
Marie Lane (Business Manager)
Rachel Fellcroft

Welcome

Simon Dunk opened the meeting with a welcome to all at 7.45pm.

Apologies

Apologies received from Teresa Stanley, Mary Lanham, Mike Antram and Dave Kehoe

Approval of the Minutes

The Minutes of the previous meeting were reviewed and agreed by those present

Finance

Total balance of Association funds is currently £4,202.22:
Balance in the bank: £3,448.43. Balance in cash: £753.79

John notified the meeting that the current balance of Association funds is £4,202.22 this was after the deduction of £1,600.00 towards the purchase of new benches and the addition of £67.78 profit made from running a bar at the Indian Night.

Financial Bids

Marie Lane informed the meeting that she had received one bid, the details of which are advised below:

- Hayley Marsh on behalf of the PE Department was applying for £611.88 in order to purchase twelve additional netball outfits for students. Due to the popularity of the sport more pupils are playing netball and require the dresses when completing in fixtures. All dresses will have the school name and logo on them which will help to promote the school and will make those playing look smart while representing St Edward's.

Following consideration, the bid was approved by those present. The Association will give a cheque for £311.88 as Marie reported that £300.00 had been put aside for the Association as their share of the profit from the Indian Night. Marie to ensure that this amount will be used to make up the difference.

School Association Events

Indian Night 11.03.17 – Simon stated that he was very impressed with the entertainment and food served at the Indian Night. He thanked everyone for all their efforts in organising and clearing away and gave a special mention to the two sixth formers Ben and Josh who helped with the lighting. On reflection it was agreed that if we had the maximum number of one hundred and fifty people attending it would have been a struggle to seat everyone comfortably and a lot of work to clear up afterwards.

Everyone who attended was delighted with the evening and Juliette reported that positive feedback was received into the mailbox by a parent who was at the meal. An email thanking Louis and passing on the comments will be sent by Juliette with a request to hopefully organise a similar evening again next year. Juliette to also ask if they would be available to possibly attend and sell food at the summer fayre. Marie reported that around £600.00 had been raised from the event and she had split the proceeds equally between the Association and the Building Fund. Cobra beer at £2.00 a can was the most popular beer sold on the night along with bottles of water which sold out fairly quickly. The total taken on the bar was £163.00 which after the deduction of £95.22 in costs left a profit of £67.78.

Summer Fayre 24.06.17 – Juliette to create an event plan similar to the one created for the Christmas market in order to capture all points that require attention. In the event of wet weather, a decision was finally made that the fayre would be run as a summer indoor market in the sports hall based on the layout used for the Christmas market. Juliette to contact stallholders who attended the Christmas market to see if they would also like a pitch at the summer fayre.

Marie informed the meeting that the school had started to apply for planning permission for a sign on the field which will hopefully be approved prior to the day. Marie to contact the PE Department in order for the gazebo's to be made available on the day.

Rob reported that a further seven to eight classic car clubs had been contacted and had shown interest in attending. Following discussion, it was agreed that Rob would arrange for an advert to be placed in the Daily Echo to advertise the car boot, fayre and classic car event. Radio stations such as Hot Radio also to be contacted in regards to promoting the fayre and Rob will get flyers displayed in Tesco's Fleetsbridge. It is hoped that members will also be able to complete a flyer drop to houses surrounding the school during the first weekend of June. Rob will also try to contact Chris Frost at Frost and Co to see about the possibility of them publicising the event.

Teresa Stanley to be asked to complete a risk assessment and the outcome of her meeting with Student Voice about what pupils would like at the fayre. A decision on the amount of food to be ordered will be made at the meeting on the 9th of May and Dave will hopefully be able to update members as whether we are able to borrow the barbeque from St Joseph's School. Dave also to be asked if he has completed the application for pound for pound matching under the terms of Barclays Community Matching Scheme. Juliette advised that the man with the ring the bell game has been in contact to see if we would like him to attend and she will go back to him to confirm that we would. Rob advised that Tesco maybe able to supply a bouncy slide and possible football game and he will try to find out more.

Juliette, Simon and Rachel to email and write to local companies and organisations for donations that could be used in a bidding wall and possible raffle.

Communication

Marie advised that the new school website should be going live during the Easter Holidays and she will hopefully be able to show us our new page on the website at the next meeting. Marie asked members to have a think about what they would like on the new web page for discussion at the next meeting.

Any Other Business

No other business was discussed

Meeting Concluded

Meeting concluded at 9.02 pm. Next meeting date will be Tuesday 9th May.