

# FRIENDS OF SGHS

## Minutes

**Date:** 11<sup>th</sup> March 2019

**Time:** 6:00pm

**Venue:** Library

**Present:** Joanne Busfield (JB), Emma Wood (EW), Chloe Vereker (CV), Steve Rose (SR), Dawn Rollins (DR), Patrick Hayton (PH), David Whitfield (DW), Duncan Faulkner (DF), Helen Smith (HS), Matt Willis (MW)

	<b>SUBJECT</b>	<b>ACTION</b>
<b>1</b>	<p><b>Apologies</b> Jennifer McBeath, Ruth Skelton, Sara Mounsey, Paul Braden, Jenn Plews (JP present prior to meeting).</p>	
<b>2</b>	<p><b>Curry &amp; Quiz Night Review</b> Takings after expenses (including 1.5% on ParentPay spend) totalled £1453.54. It was agreed this had been a very successful night. Possible improvements would be more lager (which ran out) and more glasses (to prevent use of plastics). There were also no sales for the 150 club. JB has spoken with other faculties about running this next time.</p>	
<b>3</b>	<p><b>100/150 Club</b></p> <ul style="list-style-type: none"> <li>• 50 numbers taken including quiz night winner (150)</li> <li>• If no more sold profit will only be £80.</li> <li>• JP/JB/DW to liaise on an email summarising the assistance the hardship fund has provided to go out with a flyer for the 100/150 Club.</li> <li>• One of the school houses to assist in pushing up numbers</li> <li>• January draw: 1<sup>st</sup> 72, 2<sup>nd</sup> 70, 3<sup>rd</sup> 84</li> <li>• February draw: 1<sup>st</sup> 6, 2<sup>nd</sup> 55, 3<sup>rd</sup> 140</li> <li>• DW to advise winners</li> </ul>	<p><b>DW/JB/JP</b></p> <p><b>JB/JP</b></p> <p><b>DW</b></p>
<b>4</b>	<p><b>Friends' Financial Update</b></p> <ul style="list-style-type: none"> <li>• £5600 current balance</li> <li>• £5000 for Hollow to be held and only paid over when the project is signed off. (Current estimate is £170k budget for the project with grants to aim to cover half of this.)</li> <li>• EW to look at savings accounts for holding the £5k</li> <li>• EW now able to act as signatory and so can take on treasurer role from SR.</li> </ul>	<p><b>EW</b></p>

	Year end submission is now required for the charity commission. JB/SR/EW to liaise about what is required. EW has experience of what is required for this.	<b>JB/EW/SR</b>
<b>5</b>	<b>Allocation of Future Funds</b> <ul style="list-style-type: none"> <li>• Friends to fund £1000 towards school rewards. Friends to advise that it would be preferred if this were not for chocolate. This to be given priority and should be covered by the Cheese &amp; Wine evening</li> <li>• Year 11 wellbeing workshop (£250) to then be funded</li> <li>• Geography department had requested equipment for field-trips. Total cost c£350. This was also agreed as being worthwhile.</li> <li>• Smaller amounts were seen as being better than very large amounts.</li> <li>• JB advised that PE and Foodtech were also wanting funds but would detail these in writing</li> </ul>	<b>JB</b>
<b>6</b>	<b>Year 9 Options Evening, Thursday 14 March</b> <ul style="list-style-type: none"> <li>• SR/EW running</li> <li>• EW to provide float</li> <li>• To be located in Café Quad</li> </ul>	<b>EW/SR</b>
<b>7</b>	<b>Mother's Day Stall: 10.45-11.15 and 11.45 to 1pm</b> <ul style="list-style-type: none"> <li>• Thu 28<sup>th</sup> March: stall to be set up and run by CV, EW and Seda Irani</li> <li>• Fri 29<sup>th</sup> March: CV for morning break only and DR, EW and Sarah Whitfield (lunch only)</li> </ul>	<b>CV, EW</b> <b>EW float</b>  <b>CV, EW, DR, DW</b>
<b>8</b>	<b>Cheese &amp; Wine Tasting: 7pm Friday 5<sup>th</sup> April</b> <ul style="list-style-type: none"> <li>• 10 tickets sold when last reported but EW had 6 interested, DW similar, CV and DR also wanting tickets. Further email (Friends' Friday) to go out</li> <li>• Paul Braden to advise full details including: Confirmation on provision of glasses, platters by Wright Wine and Courtyard; format &amp; timings etc</li> <li>• Hamper to be sorted by house</li> <li>• 12 tables of 8 (96 maximum number)</li> <li>• Friends to provide fairy lights and to look at purchase of glass bowls for table centre</li> <li>• Friends to provide food – some donations some bought (no extra cheese from Courtyard) – Cold buffet</li> <li>• Request to borrow fairy lights from Friends' group</li> <li>• DW to prepare quiz</li> <li>• <b>Prep meeting 25/03/19 5.30pm to 6pm in library</b> to confirm plans etc. JB to ensure PB can make this and advise.</li> </ul>	<b>JB</b>  <b>PB</b>  <b>PB/JB</b> <b>JB</b>  <b>CV to by</b> <b>decorative bowls</b> <b>CV to buy food</b> <b>DW</b> <b>JB/PB/SR/CV</b> <b>Any/All who can attend</b>
<b>9</b>	<b>International Breakfast May 10<sup>th</sup> 7.45-8.45am</b> <ul style="list-style-type: none"> <li>• To be discussed at interim meeting March 25<sup>th</sup> meeting to confirm details.</li> <li>• CV to pass co-ordination of this to another volunteer</li> </ul>	<b>CV com with Angel &amp; Dan re promotion</b>
<b>10</b>	<b>Year 6 Induction Evening Thursday 27<sup>th</sup> June</b> <ul style="list-style-type: none"> <li>• Tea/Coffee as last year</li> <li>• Photo and 150 Club to be promoted</li> </ul>	

