

FRIENDS OF SGHS MINUTES

Date: 20th November 2019

Time: 6.30pm

Venue: Library

Present: Steve Rose (SR), Chloe Vereker (CV), Dawn Rollins (DR), David Whitfield (DW), Emma Wood (EW), Helen Smith (HS), Katie Birks (KB), Joanne Busfield (JB)

| | SUBJECT | ACTION |
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| 1 | Apologies: Duncan Faulkner, Suzanne Jeanes, Julie Egan Hallewell, Nicola Midgley, Maggie Kemp, Matt Willis. | |
| 2 | Games Night debrief A great success. Approx. £1,000 profit. Minor issues with some tickets being bought very last minute via Parent Pay and on door. Could be better managed if Joanne could bring her laptop to the pre-event set-up period and access ParentPay system to establish final number of attendees. Emma gets a better breakdown of attendees (child vs adult tickets) from Lesley. It would be nice to have a more comprehensive list of attendee names, which could be improved by getting parents/carers to add names in ParentPay comments box for the tickets they are buying. It is especially important that the PP system is closed down at 4pm on the day of event so that no further purchases go on undetected and that enough tables and seats can be set out (this was an issue again this time as not enough tables out for attendees). Small issue with some attendee dietary requirements (e.g. Gluten free vegan). Could possibly be better managed in future by asking guests with specific dietary requirements to be served first and by providing extra portions of vegan and gluten-free dishes at events. Use of new card reader limited, but It is expected that this will increase in future when more parents/carers get to know that we now have the new device for payments. Thanks to all helpers and supporters, especially Johnson House Captain Team who all did such a great job to help make the event such a success. Friends will | Post-event stock take of all drinks needed – DW and CV. EW to donate £150 to school charity. |

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| | donate £150 to the school charity in recognition of the Johnson House Captain Team contribution to the event. | |
| 3 | <p>Winter Concert – Crafts/Edibles Stall & Hamper Raffle, Thu 5 Dec (6.30-9.30pm)</p> <p>Friends will provide mulled wine and claim money back from ticket sales. School to buy Mulled wine and give EW receipt. Friends stall will need donations of handmade and homemade Christmas gifts and edibles just prior to the event (email to parents/carers needed) + gifts for Christmas hamper.</p> <p>Kind offers of donations from parent community as follows for produce & craft stalls:</p> <p>Chloe – Apple Chutney x 5, Blackberry Jam x 5 and Chocolate fudge x 4 plus knitted slippers x 5</p> <p>Steve – TBA</p> <p>David – TBA</p> <p>Maggie – packets of gingerbread biscuits (x 4?)</p> <p>Emma – tiffin/fudge/biscuits (package) & decorations</p> <p>Matt – Pinecone tree ornaments</p> <p>Duncan & Bea – bath salts</p> <p>Katie - Xmas tree decorations</p> <p>Helen – mini Christmas cakes & fudge</p> <p>Sara Mounsey – fudge x 5 packets</p> <p>Suzanne Jeanes - TBA</p> <p>Dawn - TBA</p> <p>Helpers to set up from 5.45/6pm at school (CV, HS, SR (?), DR, DW). At least four volunteers needed on the night (to set up, sell and pack up).</p> <p>Raffle – £5 a strip of tickets</p> <p>Chloe to organise stall price tags/labels for homemade gifts & raffle tickets</p> <p>All Friends helpers will get to see some of the Winter Concert. The raffle tickets will need folding and names writing on back during the second half (this takes some time!) so that the hamper can be raffled at the end in front of concert</p> | <p>Email to parents/carers asking for donations of gifts for stall and Christmas hamper. Stall helpers on the night needed.</p> |

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| | <p>audience and the number pulled out of hat. DW will promote Friends and 150 Club just after concert internal and bring along forms.</p> <p>SR suggested that the entry of attendees into the building should be via the external door at the far end of Café Quad, mulled wine and mince pies, etc (organised by music department), on tables in Café Quad and Friends' stalls, 150 club board and hamper raffle tickets in foyer by the stairs to the main hall. It is anticipated that some of the students will have a FairTrade stall on the landing just outside the main hall doors.</p> | |
| 4 | <p>150 Club November Winners: 1st – 122, 2nd – 60, 3rd – 107. In 2019, £630 in bank made available for Hardship Fund. Friends voted to increase this to £1,000 and to pay this to the school with immediate effect for the annual payment for 2019. 114 numbers were sold in 2019. DW and JB will liaise to ensure that all current members of the 150 Club get a renewal email for 2020 before end of term to pay via ParentPay. Big push to renew numbers at the Winter Concert and Curry for the calendar year 2020</p> | <p>EW to pay £1,000 to school for Hardship Fund. EW to pay Nov 150 Club winners.</p> |
| 5 | <p>Treasurer's Report & Funding Pledges & Card reader purchase Currently, about £3,000 in current bank account + £5,000 in savings account. New funding proposals to be received for: School Awards – badges (funding proposal funding to be submitted) (£1,000) Mark Turner has agreed that Friends can now reassign funds from the Hollow savings account towards other worthy school causes, as progress towards making the Hollow refurbishment happen is extremely slow. Friends voted to immediately pay school the outstanding amount (£1,820) for the new school stage curtains. In-school water dispensers. A worthy cause that Friends will be pleased to support, together with Plastic-Free SGHS student led group. Plastic-Free SGHS had undertaken a student survey to determine the three most popular locations in the school for a new water dispenser. These are: Hall, Stem Building, Chalet area. The Chalet area is problematic due to the lack of any mains water pipes in the area and is being reviewed. KB shared the costs of some typical water dispensers with the meeting, but other supplier costs need to be researched. JB will be obtaining a quote for the</p> | <p>EW to pay school outstanding balance for school stage curtains</p> <p>JB to explore dispenser locations and plumbing requirements. KB to explore grant application</p> |

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| | <p>plumbing works needed at school to help put together a funding proposal. KB will explore the possible availability of a grant to assist in the purchase. Plastic-free SGHS have offered to assist in funding raising for the water dispensers through cake stall sales at school, etc.</p> <p>Other future funding proposals (funding proposal forms to be submitted):</p> <p>Gym equipment – replacement and refurbishment. Joanne to provide detailed cost breakdown for Friends</p> <p>Arts – picture frames for displaying artwork around school (A Skipton framing shops might be able to offer good discounts to the school for bulk buying).</p> | |
| 6 | <p>Future events</p> <p>Curry and Quiz 07.02.20: 7pm for 7.30 pm with well stocked bar. Quiz to be led by Georgina Hughes and Maths Dept. CV to check how many quiz rounds will be offered. Matt has already got the TENS licence.</p> <p>All curry food is kindly being donated and organised by Shaeena Shan. CV will ask if this includes poppadums, etc.</p> <p>DW to organise promotional banner for outside school.</p> <p>Ticket sales to be posted on ParentPay soon and flyer to post on FB (CV to organise with Dan Fitchie).</p> <p>JB to get back to us with House captain team that will support this event (and raise funds for school charity).</p> <p>Flyer for curry night now produced and to be distributed at winter concert and to send out to parents by email.</p> <p>KB – Raffle idea – meal vouchers from each of the Skipton curry restaurants. KB offered to make enquires at curry restaurants (Indian, Thai) in Skipton.</p> <p>Theme for event hamper still to be determined as well as prizes for winning tables. Suggestion that there should be 2 or 3 winning tables not just one.</p> <p>Suggestion to have more visual accounting of teams' scores, which is regularly referred to throughout evening on a large Powerpoint, to hold teams' motivation.</p> <p>CV to ask Lesley to put tickets up on PP.</p> <p>Mother's Day market stall in Café Quad foyer , morning break and lunchtimes on Thu 19 March and Fri 20th March 2020. A good money spinner. Will need donations of homemade/handmade gifts suitable for mum's / grandmother's, etc., nearer the date and a reminder to students to bring in cash to spend.</p> <p>Yr 7 & Yr 8 Disco Party: provisional date Fri 27 March 2020 (7-9pm). JB to confirm date. Venue – Judy Dench Studio at school. Maggie has identified a suitable DJ for the event. Ticket price (about £5) to include simple food. Soft drinks for sale.</p> <p>Need to decide if we should host another event, just after Easter break. Maybe beer/cider tasting event? Any other</p> | <p>School to confirm with Friends the date is OK</p> |

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| | suggestions would be very much welcomed. | |
| 8 | Next Meeting: Wed 8 Jan 2020, 6.30pm, school library. | |
| | AOB Friends Christmas Social: Fri 13th December 7.30pm, venue: The Mess Room, The Old Fire Station, Skipton, BD23 1LQ. Next to canal basin car park. All welcome. https://www.pubsgalore.co.uk/pubs/88040/ | |