



**MINUTES OF THE COMMITTEE MEETING
HELD AT THE SCHOOL ON
TUESDAY MARCH 8th 2016 AT 7.30PM**

PRESENT

George Angell, Sarah Cripps (SCr), Corinne Goatley, Dave Hawkins, Gareth Fishlock, Jos Major (JM), Matthew Morgan, Jane Mowbray (JAM), Yasmin Moxon, Jenny Shephard, Rebecca Smith, Victoria Turner & Samantha Watson.

APOLOGIES

Sam Campbell, Chris Carter & Karen Hawkins

Agenda Item	Action Assignee
Minutes for last meeting were approved.	
<p><u>Matters arising</u></p> <p>The £12k approved for funding coach transport to sports fixtures had been handed to the school. The full Governing Body and Finance Committee passed on their thanks via MM.</p>	
<p><u>Swimming Club</u></p> <p>This item was taken out of sequence to permit GA (the commercial lead for the school) to depart thereafter. DH explained that he had received a letter from the organisers of the 'PA and Old Richian's Swimming Club' seeking support to continue an arrangement whereby the club has use of the school swimming pool on Friday evenings at 7:30pm. The arrangement had been in place since some of its members raised money to refurbish the pool some years previously. GA explained that the school had now received a commercial offer to hire the pool at this time, so he had requested that the club vacate the Friday evening timeslot.</p> <p>Until this letter, DH had never heard of the club and neither had his predecessor. The club currently has 11 members but has had 40 in the past. It was agreed that the club could not continue to use the PA name because its activity was not compatible with the charitable status of the PA. Members cannot receive benefits from PA activities, such as reduced-price swimming. It was agreed that DH, MM and GA should respond to the swimming club, thanking them for their support of the school and explaining the changed circumstances which prevented the PA from supporting the club's continuation.</p>	DH, MM

Treasurer's report

JM queried whether anyone could shed any light regarding money coming from 'Giving.com'. This was not a fundraising avenue that she had established and we needed to ensure that this was a bona fide source of income.

GE/Smiths has a charitable giving matching scheme. It had taken a while to set this up but it was now working. Members were encouraged to publicise this to parents who were employees of this consortium.

Another funding stream was 'Stewardship' which is associated with church fundraising. One parent had paid a significant sum via this mechanism.

The current balance in the bank account was £26.5k. EasyFundraising revenue had included money from 22 old mobile phones and the school play refreshments had raised over £200.

RS queried whether the school had investigated ink cartridge recycling. MM said that he would follow up her suggestion.

DH reported that he had received a certificate from Children in Need thanking the PA for the £62 sent in from the Quiz Night.

MM&RS

Uniform shop

DH briefed in a report from KH on the uniform shop. KH thanked SCr and SC for keeping the shop and VI Form measuring going while she had been absent. Thanks were also given to SCr and VT for revising the Senior Order Form and all of the notes for volunteers and parents and to SCr and Sara Whittard for producing the Uniform Measuring Leaflet which is given to prospective students.

286 prospective VI Form pupils had been measured. Orders for the made-to-order blazers had been placed with David Luke. The standard blazers would be ordered after the Easter break when the school would have a better idea of probable VI Form pupil numbers.

Following a reminder to have pupils fitted for next year's blazers, 52 boys were fitted on Monday for new junior blazers plus 1 boy and 1 girl for replacement senior blazers. There had also been several requests via email for replacement blazers. A few boys would be coming along to be fitted on Thursday before the Year 7 measuring.

Parents were also asked to send their orders for White Crested Shirts/Blouses and we had already received a number of orders.

The Yr7 uniform measuring session was due to take place the following Thursday. There had been a very positive response to DH's e-mail call for helpers. Dave

<p>sent out a global email asking for volunteers and the response has been very positive. Excluding committee members, there were 12 helpers for the first session and 10 helpers for the second session, including two Dads.</p> <p>KH also thanked the committee for sending the flowers.</p>	
<p><u>Grant Requests</u> MM reported that there were none at the moment.</p>	
<p><u>Fund raising calendar</u></p> <p>JH was thanked for her good work organising the Easter Egg chocolate raffle. MM agreed to put a notice on the pupil electronic notice board. The draw would be on Maundy Thursday.</p> <p>The wine-tasting event would have to be held in the VI Form Centre as the hall was in use for a disco. CG and JM would agree on a fundraising idea for the middle of the event. About 150 tickets would be needed. MM agreed to liaise with Nicky Boughton to produce these.</p> <p>CG queried whether another Pimms concert could be held this year. MM explained that owing to the 350th Anniversary concert on 6th May, there was no summer concert this year. CG agreed to talk to Pauline Jones about how the PA could support the concert in May.</p> <p>CG was currently trying to leverage existing parent events for fundraising purposes. MM reported that he was trying to make the Sports Day more of an all-inclusive event.</p> <p>The quiz night in June that appears on the school calendar is not a PA event but raising money for a rugby tour.</p>	<p>JM&CG</p> <p>MM</p>
<p><u>70th Anniversary of Rugby</u></p> <p>DH had offered PA support to Rhys Williams but the 70th anniversary committee had enlisted support from some parents including JM and VI Formers. CG would check with Vicki Lyn whether anything else was needed. JM would contact Jane Morton about golf club tickets offered as a raffle prize.</p>	<p>JM&CG</p>
<p><u>Website</u></p> <p>CG had revamped the website and added the minutes of recent meetings. She welcomed any suitable photos to add to the new content.</p>	

<p><u>Alumni</u></p> <p>SW gave an update on her work to revamp the school's alumni contacts. She has been working on this since her retirement in 2015 and progress has been slow. The school is starting a new Richian Alumni Association which has three aims:</p> <ul style="list-style-type: none"> • Grow alumni links to the school • Enable alumni to keep in touch with peers and other alumni • Raise money for the school and its pupils <p>The school has contact details of about 3,000 alumni (out of about 7,000). Some alumni stated that they were supporting the school via the Old Richians but none of this funding was being passed on to the school at present and support from the OR had diminished in recent years. MM clarified that the Old Richians Rugby Club has no current connection with the school, nor, to his knowledge with the Old Richians.</p> <p>The RAA would have three levels of membership with the basic no-fee level providing six e-bulletins per year. SW hoped that the PA might allow a small number of free entries to PA events for RAA members on the next tier of membership (the 1666 club, which has a fee of £16.66 annually). They would be entitled to free entry to school events. It was agreed that, so long as the free ticket numbers were capped, the PA would agree to this.</p>	
<p><u>100 club</u></p> <p>The winning numbers were: January: 65, 55, 26 and February: 53, 105, 55.</p>	
<p><u>AOB</u></p> <p>JaM explained that she would need to stand down as secretary shortly. YM agreed to try to stand in until the next AGM. JaM would send YM the details of the Secretary e-mail account.</p> <p>JS explained that 'Clothes for a Cause' allows clothing collections without the need for a special bin or distributing special bags. Her primary school had raised £60 recently in this way. She would send details to DH.</p>	<p>JaM</p> <p>JS</p>
<p><u>Summary of actions:</u></p> <ol style="list-style-type: none"> 1. Respond to the PA and Old Richians Swimming Club. 2. Investigate whether to pursue ink cartridge recycling. 3. Decide on a fundraising idea for the wine-tasting evening. 4. Arrange for ticket production for the wine-tasting. 5. Clarify whether PA support is needed for the Rugby Anniversary event. 6. Send secretary contact details to YM 7. Send details of 'Clothes for a Cause' to DH. 	<p>DH&MM RS&MM JM&CG MM JM&CG JaM JS</p>

Next meeting: 19.04.16 1930 hrs.