



# THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis

Secretary: Carolyn Jenkinson

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INVESTOR IN PEOPLE

## Minutes of the PSFA Meeting

Wednesday 2 November 2022 at 7.30pm School Library

1. **Present** Jacqui Davis, Lorraine Jenkins, Sue Small, Kathryn Chapman, Jane Arnold, Yvonne McNamee, Steve Knee, Petra Owen Moore, Carolyn Jenkinson.

**Apologies** Sarah Eate, Gail Lowe, Lisa Kamen, Nicola O'Neill, Natalie Hickman, Helen Green, Penny Bamber, Caroline Stalker, Susie Christie, Kate Dudgeon.

2. **Previous Minutes** – Approved

3. **Matters arising**

3.1 Cashless payments and new bank account (NH/MB). No update to report, not yet resolved.

3.2 Easy fundraising. Reminders to be send via parent pay each month. Leaflets were distributed at year 7 parents evening. Very costly to text parents, but Petra will investigate costs to see if PSFA could pay for these itself.

3.3 Prizegiving discussion - Helen Green to discuss options with Librarian; No update at present.

4. **Treasure's report and review of past events**

4.1 Money raised so far this year £159.05

- 4.2 **Year 7 Parents Evening**

Receipts £318 Costs £159.05 Money Raised £159.05

Helpers need to be there by 4pm next time, as many parents arrived early and teachers are making earlier appointments. Would be helpful to get card machine sorted asap.

### **Funds available**

Bank @04.10/22	£5637.24
Cash at hand	£562.20
Stock balance	£214.87
Cheques since last statement	-£3516.05
Money banked since last statement	£318.10
Total funds available	<b><u>£3216.36</u></b>

### **Bids agreed to pay**

March 2022 Precision trimmer	£415 (awaiting approval)
March 2022 Visualiser	tbc
Sept 2022 Chelsea's story	£585
October 2022 Relationships and Sex Ed	£200
Football kit	£263.26

Easy fundraising now has 134 supporters, but this is still poor from a roll of over 3000 parents.

## **5. Bids**

**5.1 Art department Precision trimmer** approved. Visualiser to be carried forward to next meeting, but is likely to be approved once total amount required is known.

**5.2 Chelsea's Story** £585 Approved

**5.3 Funding** towards a **Year 12 Healthy Relationships** day £200 Approved

**5.4 Football kit** for boys and girls. £226.56 Approved

## **6. Future events**

### **6.1 Quiz and Chips**

20 tables sold; may be a few more before Friday. Volunteers for the evening – Jane A + Liz for the raffle; JD, KC, HFW & GL the bar. Raffle prize has been dropped off at School by Kate. NH is sorting bar stock. Caroline has agreed to take on this role going forward – JD and NH to discuss with her what's required and confirm whether Helen G will continue to store and deliver stock, or whether CS will do this also. JD to sort the quiz prizes and Thank You for Quiz Master.

Jonathan Leech has everything prepared and has been in to school to check AV requirements.

### **6.2 Nearly New Uniform Sale**

6.30pm 9<sup>th</sup> November in the Library. Volunteers to arrive at 6pm. Posts to be put on Facebook asking for winter coats and revision guides. Winter coats £12 and revision guides £2 each. Helpers – Gail, Kathryn, Lisa, Jess.

### **6.3 PTA Cash Draw/Big PTA Xmas raffle**

Gail has organised and is advertising on the PSFA Facebook page and a letter has gone out via ParentPay. No update at present as to how many tickets sold.

### **6.4 House Plays**

1 December. Kate to organise raffle prizes. Catherine, Jess and Jacqui to run bar.

### **6.5 Christmas Concert**

14 December Kate to organise raffle; Sue and Yvonne to staff the bar. Will need a further helper. JD to ask Committee and Event Helpers.

## **7. PSFA Xmas night out.**

PSFA meal out to Angelo's on 2<sup>nd</sup> December @ 7.30pm. £5 Deposit to Jacqui.

## **8. AOB**

### **8.1 Christmas Fayre**

Carolyn suggested arranging a PSFA Christmas fayre but it was felt that was insufficient time to organise this in order to make a profit. CS therefore decided to go ahead independently of PSFA. Suggested this could be a trial to see if it is successful with a view to the PSFA continuing this in 2023.

### **8.2 65<sup>th</sup> Anniversary Spring Ball.**

Jacqui suggested that 2023 might be a good time to hold another Ball as 65<sup>th</sup> anniversary of the School. Last Ball 5 years ago raised around £20K. The previous event was held at Pride Park and included a live band and auction. Agreed to explore possibility of a ball in March 2023. Jacqui will contact different venues for availability. Petra to look at potential dates. Steve Knee suggested speaking to Jonathan Leech about Reach events. JD to pursue.

## **9. Date of Next meeting 18 Jan, 7.30pm School Library.**