



THE ECCLESBOURNE SCHOOL

PARENTS, STAFF & FRIENDS ASSOCIATION

Registered Charity No: 1047233

Chair: Jacqui Davis
Secretary: Liz Page

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INVESTOR IN PEOPLE



MINUTES OF THE PSFA MEETING

Wednesday 11 March at 7.30 pm

School Library

1. Present: Martin Boyce (chair), Petra Owen Moore, Sue Small, Lorrain Jenkins, Sarah Eate, Nicola O'Neill, Natalie Hickman, Katie Woods, Helen Green, Yvonne McNamee, Jenny Price, Jane Arnold, Liz Page, Peter Heath, Kathryn Chapman

Apologies Jacqui Davis, Penny Bamber

2. Previous minutes - agreed

3. Matters arising

3.1 Cashless payments and new bank account (MB/NH) – Natalie is waiting for Jacqui to complete the form to get the bank account sorted out. We can't get the cashless card machine sorted out until we have a bank account.

3.2 Slide Show – Helen has started the Slide Show and has got a few photos to sort out before it is finished. It would be good to show at Quiz and Chips evening and Year 6 Parents Evening in July.

4. Treasurer's Report

Events since the last meeting – money raised

Spring Concert raffle £180

Spring Concert bar: £270.50 Spring Concert bar

Total: £314.50

Stock closing figure £463.42

Closing bank balance is £1348.01

Cash not banked: £2343.79

Less stock and float + £763.42

Available balance = £3391.80

5. Bids

5.1 Music dollies with brakes – Year 7 -13 all choirs/ensembles. £270 asked for

5.2 Library visit from Mark Lowry the author – All Year 7 and Year 8s have read his novel Eating Chips with Monkeys and will benefit – Part of Covid recovery curriculum. £492 asked for

5.3 Science Rocket Car Challenge Kits - 100 car bodies needed as well as wheels and CO2 canisters. Total amount required: £658.96

5.4 Religious Studies World Faith Artifacts Year 7 – 13 £479.93

Artifacts Trolley £359.93

5.5 Art package spray paint £110

Chelsea's Choice for Year 10 students to see £1170.

Total bid amount: £3540.88

£3000 is expected to be raised by the end of the year from future events.

Prize Day (normally in September costs £2000). With this expenditure, the total bids received would significantly exceed the money in the bank. It is proposed, therefore, that certain bids be paid instalments (some now and some in Sept) and the school could make up the shortfall.

PSFA is keen to support all bids including prize giving. NH suggested delaying Chelsea's Choice for now as it will not happen until the next academic year. By doing so, total bids = £2370.88.

Anticipated revenue to end of July (e.g. from Quiz and Uniform Sales) should mean that all other bids can be paid.

6. Future Events

6.1 Open Evenings

25 and 26 May Induction Year 6 tours/induction from 7.00 – 7.30 and then 7.30 – 9.00 will be open to the general public. Sixth Form students could person some tables with refreshments/sweets (refreshments and raffle) in the Refectory 1 and 2 leaflets could be put here about the PSFA – volunteers needed to staff this. A drinks stock needed (no alcohol – Pete to see to this) Sue volunteered for the Wednesday and Nicola, Lorraine the Thursday. Natalie could possibly do both nights. We could also do a raffle. One central bar area? Ice pops for refreshments as well as soft drinks? Natalie offered to take care of this. Petra to ask Steve about storing the stock.

Any leftover Croots hampers could be used for raffle prizes Liz to e mail Clarissa about this.

6.2 Nearly New Uniform Sale

6 July 6.30 – 7.30 pm Kathryn to do – Liz to e mail re further volunteers.

6.3 Year 6 Parents Evening

7 July - Jacqui to give a talk about the PSFA. Leaflets will be given out.

6.4 Quiz and Chips

8 July The people who have taken over George's have confirmed they are willing to supply the food and the quiz master has been confirmed. Lorraine and Sue to take care of tickets. A letter will go out via Parent Pay. There will be a separate meeting between Lorraine, Sue and Nat to discuss the ticket procedure further. They will send a copy of the letter for parents to Petra. Liz will get hold of the letter template from Tanya Spilsbury. Sarah to rebuy the ketchup. The condiments etc are sorted out and in the cupboard.

24 tables of 8 people will be reviewed if we sell out quickly. It was proposed that we charge £12.50 a ticket. Letters going out via ParentPay – Natalie will include a form to book at table. Cheques/payment to be dropped off at reception. This will be made very clear on the form.

Jane Arnold to sort out Sixth Form markers for the quiz.

6.5 Summer Production

13 – 15 July bar and raffle to be discussed at next meeting.

6.6 PTA Summer Raffle

Jacqui to organise with Gail.

7.AOB

Is the Hall being hired out to community? Petra to check this out with John.

8. Date and Time of next meeting:

Wednesday 22 June at 7.30 pm in the School Library