

Minutes of the Bishop Perowne CE College Friends Association (BPFA)

Meeting

Meeting Date and Time	Tuesday 22 nd August 2017
Location	Sally Youngs House House
Meeting called to order by	Lisa Dyson

Attendees

Lisa Dyson (Chair)
Sally Youngs (Vice Chair)
Claire Hollins (Treasurer)
Beth Simpson (Secretary)

Report

LD Welcomes all and thanks Sally for allowing us to use her home for the meeting.
No apologies from committee members, all in attendance.

Matters arising from BPFA Meeting on 12/7/17:

FB/Twitter setup – (ON HOLD) waiting to see if we can link in with the school's accounts during the Autumn term and will review for the winter term

Staff Link – (ONGOING) LD Still searching for a link with the school staff apart from Karen Wigley. BS is now a member of the support staff at BP and is going to try and get more staff links/involvement.

PTA UK Website – (COMPLETE) All committee members are now registered to use the website.

FRIENDS ON WEBSITE – (COMPLETE) Iain Williams has done a sterling job with the friends section of the website and all members are now visible for parents/carers to see.

BANK ACCOUNTS - (IN PROGRESS) CH has now received signatures from all committee members to setup the bank account. It has been agreed to have two signatures for all banking matters and all members are able to sign. Online banking has been agreed with BS and CH having access to this.

UNIFORM – (COMPLETE) All reception staff are aware that they may receive donations of unwanted uniform for the BPFA second hand shop.

AGENDA MATTERS

Fete:

Feedback from SY regarding this years fete was that there were a lot of varied stalls run by the students and their form tutors. These included – Face painting, bouncy castle, card making, table top sale, multi sports, maggot racing, henna tattoo's, welly wanging, cakes, coconut shy, balloon pop and wheelchair racing.
Negatives were that there was nowhere to purchase a cup of tea or anywhere to sit down.
Committee members agree that next year they will offer to organise a drinks stall.

Christmas Fayre:

General discussion in the room about it being too much to take on this year and due to lack of communication with parents/carers it would be difficult to get the word out that it was happening.
A Christmas fayre aimed at students was discussed with small businesses coming in maybe lunchtimes or after school to sell items for students to purchase presents for family/friends. BS to speak with school and see if that is viable as staff/BPFA would need to be on hand to supervise or maybe the students go in form time with their tutors.

Issues to sort arising from this

- School availability, are they ok with this idea?
- Companies to support it.

- How to man it?

Ratpack Evening:

To coincide with children performing, families of the performers would attend and bring family and friends and help to spread the word. BYO food/drinks and maybe ask for donations rather than sell tickets. LD will speak to MP to discuss.

Uniform:

Check what school have and somewhere to store it. All agreed that they are happy to launder any donations if it is required. LD can get boxes to store the clothes.

100 club:

LD thinks that there's a lot involved and once again it is getting the word out there. Holding on this for now.

YR11 Parents evening:

Attend to request donations of uniform at the end of the school year and to find out what people would like from events at the school.

Open Evening:

This is 21/9/17 Attend to promote BPFA and it fundraising targets.

Design a questionnaire and hand out. LD to email out a template. LD and CH can attend. Also help with Teas etc.

- Questionnaire, Leaflet about BPFA, Fundraising Ad (BS to sort)

Easy Fundraising:

General consensus that we have all been invited to use it through other companies but nobody remembers to do it. LD suggested trialling it with the staff first and seeing if it works and then maybe rolling it out to parents. CH is going to talk to the governors about it and get them involved.

Grants 4 Schools:

£45 to join. Free for 2 months, useful tool to find out what Grants we may apply for.

LD and CH both said that it would be useful to put a generic letter together for applying for grants and then adjusting it accordingly. SY is going to put a letter together and CH said she knows someone who may be able to help and proof read it etc.

Foreign coin exchange:

SY likes the idea of working with cash 4 coins. The students would bring in any loose foreign change from holidays and then once we have 5kg we exchange it for pound sterling via courier. All thought this might be worth speaking to yr11 leadership team to see if they can help us to spread the word amongst students via tutor groups.

Aviva:

Outdoor seating, We met the criteria for this. 12/9/17 deadline. CH to read through the details and let us know what she thinks.

Easy Cloud:

Accounting - LD mention this tool to CH.

CH thinks to hold off for now with this.

Booker Card:

BS to look into this and see if BPFA are eligible.

Next Meeting

26th September 2017, 7.30pm @ Sally Youngs House