

Meeting Minutes

Date: 10th September 2018, 7pm **Venue:** Staff Room WHSG

Chair: Nadia Ahmed **Minutes:** Lisa Griffin

Present: Nadia Ahmed, Richard Booth, Lisa Griffin, Karen Sanchez, Rouan Brigly, Evelyn Reynolds, Denise Tizzano, Nutan Patel, Gemma Espino, Sher Espino, Asha Fowells

Apologies: Maria Waters, Simone Barton, Gifty, Manjeet, Rupa Sahoo, Bela Spencer, Cheryl Hudson

<u>Item</u>	<u>Action</u>
<p>1. WELCOME</p> <p>Nadia welcomed all those attending and gave apologies for those unable to attend.</p>	
<p>2. RECENT EVENTS</p> <p><u>Sixth Form BBQ – Friday 7th September</u></p> <ul style="list-style-type: none"> Thanks to all those who helped make this event run smoothly (Rouan, Jubee, Joanna, Maria, Gifty, Evelyn and Sarah). 	
<p>3. UPCOMING EVENTS</p> <p><u>Year 7 & 8 Disco – Provisional Date of 19th October 2018</u></p> <ul style="list-style-type: none"> Provisional date until confirmed with Jenny. Nadia to contact the DJ. It was agreed that we would go with the DJ we used previously to cover when the regular one wasn't available, although slightly dearer, his set and effects etc are better. <p>HELPERS NEEDED FOR THE NIGHT ITSELF AND TO SELL TICKETS DURING THE LUNCH HOUR AT WHSG AND WILSONS BEFOREHAND.</p> <p><u>Quiz Night – Friday 2nd November 2018</u></p> <p>HELPERS NEEDED TO SET UP / COLLECT FOOD ETC.</p> <p><u>Christmas Fayre – Saturday 1st December 2018</u></p> <ul style="list-style-type: none"> Will be held in the Sports Hall. The increased space will allow us to house more stalls. Nadia asked us to advertise to people we may know who wish to have a stall. Banner to advertise to the passing public to be arranged by Nadia. Lisa to produce posters for display in local shops etc. Entry will be free this year, Denise suggested a bucket for donations as an alternative. Richard approved Nadia's request for a mufti day for raffle donations. After last year's high volume of chocolates and soft drinks it was agreed that the girls will be able to come in mufti in exchange for £1 which we will use to purchase raffle items. To allow time for this the mufti will be held on Friday 2nd November. Asha enquired about whether we have a licence to sell mulled wine/alcohol. 	<p>NA</p> <p>LG</p>

Previously we have got around this by asking for donations but Nadia asked Asha if she would look into how much a yearly licence would cost.

AF

Merchandising

- Karen to purchase 50 PE bags to fulfil existing demands and to look into purchasing more bottles. Whilst the purple ones are popular they tend to leak so Karen will look at alternative design options. Nadia also suggested we purchase padlocks to sell – Karen to look into sourcing a combination option with a master key to allow facilities to open them when girls can't access their lockers.

4. 100 CLUB

Winner for August 2018: No. 69 (Srinivasa Rao Nunn)
Winner for September 2018: No. 26 (R Cummins)

The club now boasts 146 members.

5. AOB

- Lisa proposed the purchase of a new BBQ to replace the broken one; Nadia instead proposed using a contact she knows who can fix it instead at a much cheaper cost to us than buying a new one.
- Nadia asked for a volunteer to help with the accounts due to changing commitments of the existing Treasurer.
- Richard reminded us that the upcoming Year 7 PIE (Parents Information Evening) on the **20th September, 6-7.30pm** will give us the opportunity to promote the PFA whilst providing refreshments. **HELPERS NEEDED TO SET UP AND SERVE REFRESHMENTS PLEASE!**
- Richard asked if Nadia could see if any PFA members would be available to help invigilate the entrance tests being held on the 18th September.

6. ACCOUNTS

Balance to date ≈ £4000

Sports Awards generated £141

Year 7 Induction BBQ generated £2797

Nadia to get back to Asha about yearly totals in response to her request

NA

Date of next meeting: TBC