



The Pate's Grammar School Parents' Association
Minutes
Tuesday January 14th, 2020
6.45pm – Foundation Bungalow

- 1.0 Apologies
Stephen Locke
Tabitha Gilchrist
- 2.0 Previous minutes approval AM-M
- 3.0 Matters arising AM-M
- 4.0 Finance Report MK
- 4.1 Since the end of October we have raised a little over £5,700. We have £18,242 available to donate to school at this time. Raffle ticket sales were lower (£140 or so) because it wasn't possible to sell raffle tickets by the door. This was deemed to be a possible hazard.
- 4.2 Agreed that we would like to find a solution. Sarah will follow up with Stephen to see if we can find a way to be near the door again.
- 4.3 There was some discussion about good sales being made outside when the weather was good and also a suggestion to get a card reader as people are increasingly not carrying cash.
- 5.0 Update on purchases SC/SL
- 5.1 We donated £14,000 for the computers. Sarah shared a picture! Thank you Sarah.
- 5.2 We have agreed to support the purchase of new English and Geography text books. Waiting for costs. Purchase is planned to be made in the summer. A plaque will be put up outside the room.
- 5.3 We have received some school council requests.
- 5.3.1 the award board fits with the spring fair which is supporting the sports department
- 5.3.2 The umbrellas the students chose are very expensive. Anna suggested we ask them to consider sail type fabric that is cheaper and can be taken down. Stephen Senior had installed a fairly large sail in another school - they can cost £10 to 20k. Agreement that we are not opposed to shade but needs a lot more thought. Believe the umbrellas would blow away

- 5.3.3 General agreement that the water fountain in the sixth form building is a good idea
 - 5.3.4 Not clear how many clocks are wanted. No problem with the Hall but probably can't do the entire school
 - 5.3.5 Agreed to Award board, large clock and the water fountain if the plumbing is feasible. More information needed on other items.
- 6.0 100 Club AC
- 12 Helen Johnson Greening
137 Pate's
December:
81 Nigel Futtle
194 Pate's
- 7.0 Match Funding AC
One contribution from Vodafone
- 8.0 Media/publicity - no update
- 9.0 Bar stock EF/AD
- 9.1 Need brown or blue Pringles on sale for 50p
 - 9.2 Alison has taken over sweets and chocolates. Anna thanked her. It is wonderful to show up and it's all organised.
 - 9.3 Beers have gone up for Stella. Hence on Beck's for now. Also have purchased some non-alcoholic Becks.
 - 9.4 Anna said someone had asked about putting up the prices. We decided that wine is the right price. All agreed chocolate could be more expensive but change would be difficult. Anna explained that at her junior school chocolates are £1. One person said that putting it up would be a good idea as it would discourage kids from buying as much. Agreed to keep thinking about this.
- 10.0 Second-hand uniform JP/AD
- 10.1 Manning 3- 4pm on 1st and 3rd Fridays. Jo has to go home early on some Fridays. It has been mainly Anne and Roisin - would like some help, Anne is hoping to step back.
 - 10.2 Poll to be sent out to find new volunteers who might be able to make this time even if they can't make meetings.
- 11.0 Past events AM-M
- 11.1 Christmas Bazaar: Quieter than normal. We feel Tuesday evening isn't the right evening. Have spoken to Sarah about holding it on a Friday. Would fit better with clubs etc. Are there more and more children living further away? Yes, we believe so. Perhaps then should have it earlier so that parents could come straight from work or at pick up. Also may be that many of the families in year

7 don't celebrate Christmas. (Year 7 event was very low on numbers as well, as was the year 12.) Wonder if we can get teachers to promote the event? Perhaps a presentation for the whole school? Need to change the perception that it's just for year 7. Need to change the perception of the event. Wonder if we should encourage budding entrepreneurs to put stalls together as a competition eg painting, cd's

- 12.0 Spring Fair Committee – 7th March 10 to 12:30 AM-M
- 12.1 There is a committee but many other people help the day before.
 - 12.2 Discussed doing Raffle tickets online but it's proving difficult. It's very expensive. Instead we have considered could we combine printed tickets - but instead of sending them all out with students, we sent out a message inviting parents via school gateway and tickets will be sent to you. Then we get a list and fill envelopes for those who have already paid...or possibly we don't send the tickets out. After the closing date, tickets will be available at the front of school and at the event. Lots to figure out how to do this with Gateway - e.g. can it be configured like Gateway so that it doesn't disappear.
 - 12.3 Carolyn asked how much Gateway takes and how much, therefore we would lose. Might be nothing.
 - 12.4 Stephen Senior said he would help
 - 12.5 Debbie Snell is willing to help get sponsors
 - 12.6 Roisin was trying to follow up but can't find who last year's sponsors were.
 - 12.7 Ping to send out doodle for Friday and Saturday for volunteers.
- 13.0 Marketing (Facebook Account and Banners) SC
- 13.1 Sarah raised the idea of having a Facebook Account. Other schools publish upcoming events. Hasn't been discussed before. Can do Instagram at the same time. Need an administrator to check that people who want to join are parents. Or, it could be open if you don't post children's images. Ping commented that you normally have an open and a closed group. Could just use the page for large events. Just an advertising tool for events. Ping commented that you need to be aware that people can post at any time of the day - someone needs to monitor this. It's a lot of work. Bronwyn asked if there is a way to have a page that just broadcasts just as you can on Facebook. No comments. No posts.
 - 13.2 Thought about Twitter - but not sure how to use it. The school has quite a few Twitter accounts and for the alumni.
 - 13.3 The Pate's Society uses pull up banners. Sarah showed us one. Sarah wondered if Pate's PA wanted to have some when we support events. They are around £80 or 90. General agreement that they would be good to invite people to join the PA and participate.
 - 13.4 You can get two where the picture continues from one to the other. Stephen Locke would be happy to fund a few of these.
 - 13.5 Need someone to design them. Ping said she would help.
- 14.0 Future events: AM-M
- 14.1 Chinese New Year - 19th January 202 PA responsible for food. All donations of food come from parents (80 of everything) and they will stay to serve the food. All

money will come to PA. 69 people signed up so far. But think there may be some schools coming. Eleanor, Margaret, Nadia, Anna. Anna will round up a few more people. Need to ask the kitchen for bowls (We own 30). Need extension leads as parents bringing their own warming plates. Sarah asked whether Jo had been in touch with Phil and Anthony about layout. They also can provide extensions.

14.2 Instrumental concert 6th Feb. Need two people for the interval. 115 tickets have sold. Expect about 140 people. Louise and Debbie Snell.

14.3 PA Quiz - 7th February.

14.3.1 Simon is definitely confirmed. Start at 7. Thanks to Sarah for sorting out the email address. Have about 32 tables. Have had 21 tables purchased so far.

14.3.2 Who sets up the tables? Carolyn explained that last year Shirley sat down the site team and they took care of that. Doors open at 6:30 pm. There is CCF before the quiz and lots of the ccf'ers roll in and meet their parents - could be there by 6.

14.3.3 Need a couple of people for refreshments, 4 people for raffle tickets for a large hamper. People walk around the hall selling tickets. Someone to run the game. Need people to count the money for the game. Anne will run refreshments. Margaret will help. Margaret and Anne will count the money. Sarah and Roisin will do raffle tickets and Stephen Senior. Anne will bring food for Simon plus six helpers.

14.3.4 Asking for Payment by the end of next week so can sell any tables that drop out.

14.3.5 Anna will email Vicky about the hamper.

14.4 Spring Fair -7th March. Rachel Abbott has agreed to manage external stalls. Car parking needs to be reserved. Rachel suggested we do a quiz that we sell on the night and after.

14.4.1 Will send out an email about envelope stuffing when we have figured out how we are doing raffle tickets.

14.4.2 Set up from first thing in the morning the day before.

14.5 Choral Concert on 25th March. Not confirmed where it will be. Will deal with that in due course. Need a hamper for this event too.

15.0 Any other business AM-M

16.0 Date of next meeting AM-M

Tuesday 25th February at 6:45 pm.