



The Pate's Grammar School Parents' Association Meeting Minutes Monday 4th March 2019

Meeting held at 6.45pm in Foundation Bungalow

Present:

Rachel Abbott	RA
Louisa Coley (Treasurer)	LC
Alex Collishaw (100 Club)	AC
Anne Daly	AD
Dawn Eccles	DE
Mary Farquhar	MF
Eleanor Fea	EF
Carolyn Hopper (Vice Chair, acting Sec.)	CH
Stephen Locke (Pate's Bursar)	SL
Anna Macey Michael	AM
Shirley Park (Pate's Development Officer)	SP

1.0 Apologies

Apologies received from Linda Arthur (Secretary), Tabitha Gilchrist, Graham Palmer, Stephen Senior and Laurette Thomas (Chair).

2.0 Previous Minutes Approval

2.1 The previous minutes were agreed as a true record of the meeting.

3.0 Matters Arising

3.1 New uniform apprentice (Jo Pearce) has volunteered and has had first meeting with the team.

3.2 SP still awaiting feedback from PE regarding old style kit.

4.0 Finance Report

4.1 The PA bank account currently shows a balance of £33,681. £28,151 available for donation – already agreed in principle to support Languages budgets and IT suite refit.

4.2 Income of £1,363.26 has been generated since the last meeting.

4.3 Finance summary attached.

5.0 Update on purchases

5.1 SP shared an updated “shopping list”, including new figures for the Languages IT room (now lower at £21,186 due to canny reuse of equipment), new purchase of 2 canoes for OED (£1,649.98), and updated cost of minibus purchase (£10,000 to purchase the vehicle reaching the end of its lease). Full list attached.

5.2 The committee approved the canoe purchase (already bought by school), and rolled any further decisions over until the meeting after the Spring Fair, when we know how much this has raised.

6.0 100 Club

6.1 Membership currently 138 over the two clubs

6.2 The draw for Jan and Feb 2019 (drawn by SL on 4/3/19):

	1	2
Jan	47 Kate Hazell	176 Tim & Sarah Nash
Feb	3 Pate's	144 Lindsay Foot

6.3 £300 will be paid out in prize money.

AC

7.0 Media/publicity

7.1 New media person Jayne Bailey currently looking at updates to the PA area of the website, liaising with SP.

8.0 Bar Stock

8.1 All supplies good for the Spring Fair, only short on white wine (will be needed for the Choral Concert at the end of March).

AD/EF

9.0 Second-hand Uniform

9.1 Currently well-stocked, indeed over-stocked in the old sports kit. DE to forward wording to SP for HM message, trying to clear some of this.

DE

10.0 Past Events

- 10.1 Chinese New Year had been very much enjoyed by helpers. More bowls next time, as it was hard to keep ahead of the washing up!

11.0 Future events

- 11.1 Spring Fair (Mar 9th) – CH no longer available: AM will replace as floating helper. Key players in at 9am (RA for stallholders, MF for kitchen, AD/DE for uniform, LC for money, LT/AM for zen-like calm). Currently up to 27 children's stalls, 21 external – perfect.
- Huge thanks to RA – the GCHQ language quiz is looking fantastic
 - Table requirements to SP for planning RA/LT
- 11.2 Choral Concert (Mar 27th) – AD to lead, EF, DE and MF happy to help, so no Doodle required.
- 11.3 Leavers' Concert (1st May) – PA refreshments not allowed (at Pump Room). Would the PA like to do a hamper raffle? CH to check with LT. CH
- 11.4 Sports Celebration Evening (26th June) – DE to lead
- 11.5 Junior Concert (27th June) – CH to lead
- 11.6 New Y7 Parents' Evening (28th June) – AM to lead
- Check if LW available for stationery CH
- 11.7 Back To School (1st July)
- Working group (SP, AM, LT, CH) to meet Mon 25th Mar 8.30am. SP/AM/LT/CH
 - Aiming to publicise after Easter.

12.0 Dates for Diary

12.1	Spring Fair setup day	8 Mar
12.2	Spring Fair	9 Mar
12.3	Spring Fair counting	11 Mar
12.4	Choral Concert	27 Mar
12.5	Leavers' Concert	1 May
12.6	Sports Celebration Evening	26 June
12.7	Junior Concert	27 June
12.8	New Y7 Parents' Evening	28 June
12.9	Back To School	1 July
12.10	House Drama	9 & 10 July

13.0 Any other business

- 13.1 School has purchased 40 new white mugs, available in the gallery. Much rejoicing amongst the committee and thanks to SP for organising.

14.0 Date of next meeting

- 14.1 Monday 29th April at 6.45pm, Foundation Bungalow

CH 5/3/19