



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 Meeting on Tuesday 20th March, 2018

1. Present: Jacqui Davis, Jenny Price, Clarissa Ourabi, Martin Boyce, Natalie Hickman, Kathryn Chapman, Gail Mann, Sandy Cawley, Lisa Kamen, Emma Stott, Tanya Spilsbury, Pete Heath.

Apologies: Liz Page, Emma Smith, Jane Arnold, Penny Bamber.

2. Previous Minutes: Accepted.

3. Matters Arising:

3.1: Charity Commission - Jacqui was added as trustee to replace Karen.

3.2: Diamond Necklace Raffle – more raffle tickets were sold at the ball bringing ticket sales total to £300 including £100 profit. Tickets will continue to be sold at the Spring Music Concert and further events before being drawn at the summer event.

4. Treasurer's Report:

Money raised from Easyfundraising.com will now be paid quarterly directly into the PSFA bank account.

Current situation -	Cash in bank:	£3,702.91
	Cash in hand:	£235.19
	Stock:	£253.49
Bids Paid -	Business & Economics textbooks	£400.00
	Mock Trial merit ties	£300.00
Other costs -	Duffield Community Association membership	£9.00

5. Review of past events:

5.1: Anniversary Ball. This went really well with lots of positive feedback and approximately £9500 raised for PSFA funds. There was a proposal to hold a similar event annually.

5.2: Year 8 BCLR Parents evening - £49.00 profit from the 50:50 raffle.

5.3: Year 8 BCLR Parents evening - £45.00 profit from the 50:50 raffle.

6. Bids:

£85 to buy prizes for the Year 7 STEM week Rocket competition. PSFA to fund full amount.

£440 to buy replacement trophies presented at Prizegiving. PSFA to fund full amount.

7. Future Events:

7.1: Spring Music Concert – Thursday 22nd March, English Theatre.

Bar set up 3pm - **Liz and Clarissa.**

Bar 6.30 to 10pm – **Clarissa, Jacqui, Natalie, Stella, Kathryn**

Tanya to sell raffle tickets for the 60th Anniversary diamond necklace. No other raffle needed.

7.2: Year 9 BECU Parents Evening – Wednesday 11th April.

4.30 – 5.45pm **Jacqui Davis + 1**

5.45 – 7.00pm **Liz Page + Jane Arnold**

7.3: Quiz and Chips – Friday 20th April.

Tickets selling well with only 6 tables left. **Tanya** to put out a ticket sales reminder via the PSFA email list. **Jacqui** to buy raffle and prizes, and to ask **Rachel** Abbott if she is ok to organise cutlery and condiments. **Pete** to buy snacks, which will now be provided free as in previous quizzes.

Bar set up 3pm - **Liz and Clarissa.**

Bar 6.00 to 10pm – **Jacqui, Natalie, Emma, Gail, Tanya, Pete & Caine.**

Raffle on door – **2**

Markers for quiz – **Oli Marvel + 5 friends**

Washing up – **6 people needed.**

7.4: 60th Anniversary Film Night – Wednesday 25th April, 7pm, English Theatre. Forrest Gump to be shown.

7.5: Non-Uniform day – Friday 27th April.

8. AOB:

PSFA Noticeboard – **Clarissa** to investigate moving the PSFA noticeboard from the old reception to the new reception.

It was highlighted that some people write the child's name and form on the back of raffle tickets at parents evenings whilst others write the parents name and phone number. To be consistent, it has now been decided to use the child's name and form.

Next meeting: Tuesday 1st May, 7.30pm in the library.