Present: Ruth Barton-Anderson, Niki Bover, Katie Flamman, Julia Haegerty, Tracey Williamson

Guest appearance: Colin Baty

**1. Minutes of last meeting**

* Christmas Bazaar – concerns re: cash float.

**ACTION**: All present agreed to:

* + keep the ‘bum bags’ (as there are plenty) but
  + have more manpower (for collecting, creating the floats and double-checking),
  + prepare further in advance (i.e. not just before
  + the start of the event)
  + have a ‘central repository’ (e.g. wheely bag) on the day to collect all monies at the end.

**2. New website –** [**www.pta-events.co.uk/fogwa**](http://www.pta-events.co.uk/fogwa)

* One ball table already booked via website
* Forms are on the web
* Good feedback re: web so far

**ACTION**: JH & KF to meet re: Paypal commission - i.e. currently paying business rate of 3.2% + 20p per transaction; if we become ‘Not For Profit’ this will reduce to 1.2% + 20p per transaction.

**3. Registered Charity**

Discussed pros and cons. KF confirmed Ian Hacke/the School support this if best for the School.  
**ACTION:** KF & JH to progress to ‘Not For Profit’ status and investigate financial implications of becoming a registered charity. ALL to agree at a later date how to move forward.

**4. Quiz Night – Saturday 12th March, 7.00pm for 7.30pm**

Tickets (£5.00 each; cash bar; bring your own food) already on sale via website. Poster and booking form to go out this Friday. Venue TBC (currently chapel)

**ACTION:** FOGWA members to confirm availability to help set up / run / clear up. RBA, KF, JH, TW confirmed available from 6pm on the day. RBA + Gaps to run bar. RBA to organise drinks.   
**ACTION:** DE to organise licence.  
**ACTION:** TW to keep track of teams and pass payment to JH.  
KF contacted by Nick Ratcliffe re: catering. Committee agreed potential for Summer party.  
**ACTION:** KF to obtain costings / terms from Nick; JH to look at profit/waste from last year.

**5. FOGWA Ball**

Tickets on sale via website. 3 tables already secured (1 via web). Target: 25 tables of 10, but no limit. Some auction prizes already secured.

**ACTION:** FOGWA members to send any ideas / suggestions via Ball sub-committee.

**6. Fundraising Target**

CB confirmed two options suggested by staff:

1. Challenge course
2. Rejuvenating the library area + outside space

ACTION: RBA to send request to all FOGWA members to vote for preferred option.

ACTION: if Challenge Course option agreed, get buy-in from School Council. Obtain 3-4 quotes (including Tree House company?) with a view to progressing swiftly – at latest ready for Sept 2016.

**AOB:**

* Request from Kate Johnson to support GW Half Marathon – 30th April - including:
  + Smoothie bikes
  + Manning a hot and cold drinks stall

**ACTION:** FOGWA members to confirm availability (8.30am – 12.00pm)

* Lost property bags (discovered in FOGWA room) disappeared? KF to investigate.
* NB to step down due to family illness.   
  **ACTION:** NB to send message to class reps to let them know and with update of upcoming event – KF to provide wording.

Ruth thanked Niki for her years of tireless, hard work for FOGWA and confirmed we would all miss her very much.

* NEXT MEETING: Monday 29th February.