**Grey court School Parents Association**

Minutes of 9 January 2019 PA meeting

Held in School Library at 7.30 – 8.30pm

Welcome – apologies & introductions

Attending: Maddy Thomas (school liaison), Darcy Lawler, Nikki Slater, Sanet van Rooyen, Caron Heyes (Secretary), Lou Thomas (Joint Chair), Anu Somani (Joint Treasurer), Amira Yehia (Joint Chair)

Apologies: Aeronwen Williams (lottery) Teodora Gramtikova (joint treasurer)

**Past Events**:

Bingo night – we sold 106 tickets and took £1696 for tickets. We took £1589 on the bar. After deducting overheads (higher than usual as had to replace some reusable items such as table clothes and buy stock for the bar) we made approximately £827. The sums will be adjusted at year end. Good feedback about the night and it will be repeated. Dave Shore stood in for Karl who was unable to attend and did an excellent job and we hope that Dave and Wendy will agree to return to do it next year.

Christmas Concert – this is never a large earner as we simply run a bar for the night, and it is run by the teachers. We made around £200. One successful addition to the sales were pre packed pick and mix – went like hotcakes. Next year Sanet will also provide a mulled wine offering. Due to confusion over the raffle we will not be running a raffle there again and will leave that to the school to organise, although we are happy to sell tickets on their behalf.

Palm Centre Trees – the Palm Centre donated 25% of their profits made on all Christmas tree sales to Grey court. This came to approximately £440. This was roughly 25% up on last year's takings. In addition the Palm centre gave the school a 50% discount on 2 trees for the school and donated 2 further trees that we used as raffle prizes at both the Bingo night and the Christmas concert. The Palm centre attributed this combined with leafletting and advertising the offer on our Facebook page and in the e-bulletin as helping increase their sales.

**Social Media:**

School web page is ready to go live with updated details. IT will direct parents to the [www.Pta-events.co.uk/greycourtschool](http://www.Pta-events.co.uk/greycourtschool) website. We need to get more feed on the face book page which is linked live to the pta-events home page. We do not have access to the Twitter account and no one has the password so Maddy Thomas will liaise with IT to see if we can access it. Agreed Twitter handle essential for getting messages out there. Sanet agreed that she will take responsibility to update the Facebook page but will need a feed from Chairs as to what to post and when. Amira will liaise with Sanet to provide her with log in details etc.

Discussed the need for photographs on social media – engages people more – Charlotte Carrington pointed out that you don’t need too many photos (often just one) to create engagement.

**Future events:**

Get Fit/Sporting event/Sports Fest – we agreed that this year instead of a musical G-fest we would have a sporting fest with events for all ages – a family day with PTA stalls, bar-b-que, another food stall, cakes, small toys, student stalls and lucky dip and inflatables. This would include the Colour run. Date probably 21st September – Maddy to confirm school diary and that that date will work.

Film Night – agreed we want one, but debate as to date. A July date mooted. Maddy pointed out school holding a big event at Rose Theatre on 10 June and proposed date by Caron and Graham of 21 June may clash? Caron to go back to Graham to discuss.

Update on dates – Graham advises that from site staff point of view 21 June a preferable date. Also noting that in July there are various school activities for the years 7 and 8s and may be hard to get them back to school for a weekend event. Date to be agreed at next PA meeting

In terms of catering film night mooted bento boxes/picnic hampers for the food so pre ordered, and also a bar and barbeque on the night. Hay bales for seating – consider renting them so removed at end. Darcy and Nikki proposed selling popcorn from a mobile unit with them dressing up in costume – this is an excellent idea enthusiastically supported by all attending the meeting. Drinks, candy floss and pick and mix also to be sold.

Quiz Night – this is on 29 March and Aeronwen is organising. There is usually food served, last year was curry. Agreed we want to do something different. Pizza or fish and chips suggested. Caron or Amira will ask Ham Parade chip shop if they can quote for catering it and also ask Cardinal Pub to quote for catering for pizzas. Also Aeronwen to liaise with Sally Bacon re quiz master (she has proposed Bamber G)

Gym and Dance night on 27 February – we have been asked to host a bar – Caron to organise with Kelly Shaw, Sports teacher.

Richmond and Ham fairs – as soon as dates are known to do hold the date emails calling for volunteers.

Lottery – no draw done as no lotto representative at meeting – will update us next meeting. Charlotte Carrington kindly agreed to prepare a social media/mobile friendly version of the leaflet to use on e-bulletins Facebook etc. Caron to check Gambling Act rules regarding where and how we advertise it.

School purchases – sometimes the school needs to buy alcohol or other items for school events but it is unable to use its own funds to do so due to funding regulations. In those circumstances it will request that the PA purchase with the school refunding the PA asap thereafter. Motion raised that this be agreed – motion passed.

**Sponsorship:**

Agreed that need to find sponsorship and that Amira and Nikki would set up a sub committee that looked at sponsorship. Amira is going to approach Mervyn Hayes Estate agents for board sponsorship. Alternative to tying us to one agent is to have agreements with all agents on an event by event basis. Amira and Nikki to action calling for volunteers to join this committee.

**AOB :**

Licensing – Caron to look into buying a multiplex event licences instead of relying on the 4 licenses a year.

Allocation of PA funds:

For Sports fest 50% of profits should go to sports department, balance into general PA funds – agreed

Motion raised that PA funds this year be focussed on updating the library which was described variously as:

"not fit for purpose"

"the reason my daughter did not want to come here"

"woeful and shocking in terms of the lack of books"

"everything else is outstanding… but not the library"

Agreed that the library needs a refit, and new books, a periodicals and newspapers section, reference books, and to be inviting so that pupils want to go in there. Maddy pointed out used as a classroom as well. Lou Thomas, who runs Lost and Found interiors, offered to draw up a redesign of the interior in conjunction with the library team. Mooted that Darcy and Lou liaise with Maggie Bailey and library team to agree this and put a plan together - anyone welcome to be part of that effort and if interested to contact Lou and Darcy via the PA email.

**NEXT MEETING:**

6 March at the New Inn, Ham Common at 7.30pm

1 May in the School Library at 7.30pm

12 June at the New Inn at 7.30pm

10 July in the School library at 6.30pm (Sports team invited)

**DATES FOR DIARY:**

Comedy Night – Fri 1 Feb 2019

Dance and Gym night - Weds 27 Feb 2019

Quiz Night – Fri 29 March 2019

Richmond May Fair – Sat 11 May 2019 (TBC)

Ham Fair – 8 Jun 2019 (TBC)

Film Night – Sat 21 Jun/Sat 6 July 2019 (TBC)

Sports Fest – 21 September 2019 (TBC)