

11th November 2019

1	Present	Brian Dewsnap, C Higgins, Lisa Wilson, Philip O'Rourke, Wes Wilkes, Claire Hoeksma, Heather Sproston, Harry and Janet McCauley, Ms M Roberts. Priscilla Ndloun	Actions
2	Apologies	Peter Plumb, Julie Dudley, Kasia Watts, Marie Parkes. Lynn Oldfield, Adele Ovenden, Kerry Bonfiglio-Bains, Becky Latham, Caroline Deakin, Keli Shipley	
3	Opening Prayer	Ms Roberts opened the meeting in prayer	
4	Minutes of our Extra Ordinary Meeting	Were accepted as a true record	
5	Constitution	Philip O'Rourke- As we are starting afresh, I would like to have a fresh new constitution. I have looked at Parent Kind (PTA) along with Wes, and we would like to adopt this policy. Meeting Agreed	Philip O'Rourke Wes Wilkes
6	Charity Incorporation Organisation	Wes Wilkes – I am well on the way with our submission, I have identified any issues with our current structure, and what we need to put in place to remedy this; new constitution being the major item to will bring us in line with HMRC. I would suggest that we use a tool "MONDAY" which would enable a better transition process as people come and go from the committee. Trustees so far: Philip O'Rourke, Wes Wilkes, Brian Dewsnap and Harry McCauley. Anyone else who would like to be included in the please let us know - the more the better	Wes Wilkes
7	Chairpersons Report	Philip O'Rourke - In line with our discussions from the last meeting, we now need to put some meat on the bones, to keep parent engagement going, and our visibility high. I am suggesting that our "project for fundraising" be something that will have whole school impact. Following our last meeting and further discussions with Ms Roberts, the Dining Room Extension (Roofing in the Courtyard to provide extra seating arrangements for lunch etc) would be the best way forward at the moment our fund raising target would be around £60. - £80,000. To reach this, we would need to be putting on a big fundraising event per term. It may take us 18 months to 2 years to achieve this. I would also like to have a parent mail sent out outlining our programme and why we have made this choice after our meetings.	
8	Fund Raising	Discussion was held and the following ideas to be investigated for viability purposes <ul style="list-style-type: none"> • Family Camp – on the field for yr 7/8 families. Running this alongside Beer or Gin Festival or JoFest, to ask the students to design a t-shirt, tech support • Ball 	Ms Roberts

		<ul style="list-style-type: none"> • Fireworks Display – Tickets, Food Drinks Alcohol license, rides. Etc • Relaunch Event – Family night type of event in the new year (Ms Roberts to speak to Mr Gilligan to see about linking this in with Culture and Cuisine Evening). We also wondered about extending the food part of this to ask parents if they would be willing to provide a international dish Faith Supper type of buffet selling tickets for this. • In-house Concert - Student from past and current could provide the acts perhaps combine this with Valentines. • Refresh the Enterprise and Christmas Fayres <p>In the new year a flier to b produced outlining the items we are putting on so that people have plenty of notice to get involved to help and attend., growing a good parent community.</p>	
9	Treasurer's Report	<p>Harry McCauley – Current Account £7413.76 as at 1st Nov St Jo Lottery £2004.37 as at 11th Nov</p>	
10	Date of Next Meeting	Monday January 13th 2020 RE1	