



Chelmsford County High School for Girls Parents' Association

Minutes of Meeting 7TH May 2010

- Present: Sara Coupe, Nicole Chapman, Stuart Drake Jane Peckham, , Sharon Harris, Hui Fong Shen, Margot Deasy, Ray Worley, Tracey Talbut, Meena McNamara, Beverley Barrall, Sharon Jones, Emma Stratford, Celia Munnings-Tomes, Kala Patel, Lyndsay Waring, Jackie Dowles
- Apologies: Sally Robinson, Bev Drake, Joanne Urry, Maggie Keeble, Melvyn Hodgson
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- | | Action by/Date |
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| <p>1/2. <u>Apologies and Acceptance of Previous Minutes</u>
Apologies were received from those noted above. The Minutes of the last meeting were accepted. Matters arising included:</p> <p>PA Webpage - Beverley asked if all committee members could check the spelling of their names on the webpage and e mail her if there are any mistakes. Tracey has already updated the webpage with details of second hand uniform and is liasing with Dr Noble and Amanda Parsons on this matter</p> <p>Sara thanked all those who were involved in arranging the Bollywood evening which raised £5,140 including £1600 from the silent auction. Meena also noted thanks should go the school caretaker , Errol, who was extremely helpful.</p> | <p>All/Bev B</p> |
| <p>3. <u>Treasurer's Update</u>
Stuart circulated the current cashflow projection (attached) showing a balance of £1905 after meeting the costs of the Hall sound studio project, the school 'wish' list and the cost of both Senior and Junior Speech Days. Stuart will update the PA webpage with the amounts of money raised by the PA and the items we have paid for.
Sara asked Stuart to update the next meeting with the</p> | <p>Stuart</p> |

amount of money the PA has raised this year so that we can set a target amount for next year,s fundraising.

4. **School Visits**
PA members had their photos taken at the last meeting to assist Reception in identifying us when we visit school. This is all in connection with new rules on visitors to schools and some schools have actually failed Ofsted inspections because of a lack of procedures. If we do not hold a current CRB check we shall be unable to move around the school premises without being accompanied. Some PA members already have CRBs. CRB application forms were given to various members of the PA who come into school most frequently and these need to be returned to Sue Hilton together with supporting ID documentation All
5. **Disco 9th July**
Parent helpers at the disco must be CRB checked. Kala will also need 6th form helpers on the evening and to help sell tickets at KEGS and will e mail Emma for volunteers. Ticket prices will now be £5 in advance and £7 on the door. Kala
6. **Donut Day**
The PA would like to hold a summer term Donut Day and Nicole will liaise with the 'Charity Girls' and advise Sara of a suitable date prior to the end of term. Nicole/
Sara
7. **Second Hand Uniform Sale**
This will take place on Tuesday 29th June 12.30-4.30pm in the 6th form Common Room. Sara will organise a Parentmail to publicise the event. Tracey to email Sara a price list so this can be included in the Parentmail. Sara and Jane to help Tracey on the day. Tracey/
Sara
8. **Any Other Business**

Xmas Fayre – Emma will liaise with Ray and Melvyn to organise this event for Saturday November 27th. The draw for the 2010 raffle will take place at the Christmas Concerts enabling tickets to be sold at the Xmas Fayre. Emma

Theatre Trips – Jane will ask Elite tickets if we can book a Bruges Shopping Trip for Sunday 5th December and Jane

also request costs for a Sunday Matinee trip to Legally Blonde.

PA Indoor Banner for use at various events is being organised by Celia

Celia

Xmas Raffle is being organised by Lyndsay and Jo Urry. Stuart will apply for the licence and arrange the ticket printing. Nicole will ask student Voice what prize they think should be offered to the girl and form who sell the most tickets.

Lyndsay/Jo
Stuart

Nicole

Nicole Chapman put forward the idea that the June 'New Parent' meeting would focus solely on the girls and the September meeting would be focused on ways the parents could help the school - Capital Fundraising, PA, School Fund etc - this was unanimously agreed by the Committee.

New Parents Evening 22nd June - the PA provide refreshments at this meeting and Sharon requires volunteers from 4.30pm

Sharon

PA Summer Lunch Wednesday 7th July 12.15 at 'The Alma' in Chelmsford. Please e mail Celia if you are able to attend.

Celia/All

11. Next Meeting

The next meeting to take place on Friday 9th July at 1pm in Room 3.