



# Chelmsford County High School for Girls Parents' Association

## Minutes of Meeting Tuesday 4 November 2008

Present: Sara Coupe, Sian Hurrell, Nicole Chapman, Julian Dutnall, Beverley Barrell, Sharon Harris, Celia Munnings-Tomes, Jane Peckham, Sally Robinson, Kala Patel, Chris Bailey, Alessandra Bittante, Charlotte Bettley

Apologies: Tracey Talbut, Bev Drake

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- |   |   | <u>Action</u><br><u>By/Date</u>  |
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| 1 | <b><u>Quiz Night 8 November 2008</u></b><br>A sell out! 20 tables and £750 banked. Julian has arranged 6 <sup>th</sup> form helpers and will be finalising questions with Jane. Jane/Celia/Sara meeting at 6pm on Saturday to help set up.  | Julian<br>Sara/Jane<br>Celia   |
| 2 | <b><u>Ball 28 February 2009</u></b><br>Details to be resent via Parentmail. A flyer to be available at Quiz Night on tables.  | Sara   |
| 3 | <b><u>Coffee Rota</u></b><br>Sharon has this under control but can still find it difficult to get volunteers. Sharon has been asked to help with refreshments for the 11+ Day for the teachers/invigilators on 22 November. Julian will co-ordinate on this with Sharon and Lara.   | Julian<br>Sharon<br>Lara   |
| 4 | <b><u>Christmas Draw</u></b><br>Concern was raised that the tickets had not yet gone out. Janice Gilroy now has tickets. It was agreed that Alessandra and Charlotte will physically put the tickets into all registers on Thursday 6 November so girls will take home on Friday 7 November. There will be 3 prizes; for the Girl and Teacher and Form who sell the most. The draw will take place at the Christmas Concert on Thursday 18 December 2008. Tickets will be returned to the Finance Office and Jane will collect. A meeting will be organised to finalise details. Alessandra and Charlotte will sort tickets before the draw. Jane/Sara/Sally and Sharon will be present on evening 18 December. | Alessandra/<br>Charlotte<br><br>Jane<br>Sara<br>Alessandra/<br>Charlotte |

