

CCHS CAPITAL DEVELOPMENT LTD (Company No: 02995298)

**Minutes of a Directors' Meeting of CCHS Capital Development Ltd
held at the School & by Teams at 8.00am on Friday 7th June 2024**

Present: Richard Brown Chair
Stephen Lawlor Headteacher (T)
Andrew Bonwick
Stephen Miles
Svetlana Warhurst

In Attendance: Melissa Mulgrew Business Manager & Company Secretary
Wendy Newton Clerk to Trustees

Apologies: Jason Oster, Sarah de Souza-Ingles (T = via Teams)

ITEM 1 – APOLOGIES FOR ABSENCE

1. Apologies for absence were received and accepted from Sarah de Souza-Ingles and Jason Oster.

ITEM 2 - DECLARATIONS OF INTEREST

2. There were no declarations of business interest further to those already stated on the Register of Business Interests for 2023-24, or conflicts of interest, or receipts of gifts or hospitality reported.

ITEM 3 - MINUTES OF THE PREVIOUS MEETING

3. The minutes of the meeting held on 4th December 2023 were agreed as a true record.

ITEM 4 – MATTERS ARISING

4. Item 6, Para 8 – Swimming Pool. The Business Manager advised that the School was waiting for a solid and sustainable green solution for the swimming pool before launching the parental donations appeal. The PE Department was organising a fundraising swimming pool Swimathon in late June and some small donations had already been received. The need to highlight the plight of the swimming pool to the whole School community was stressed. Thanks to a donation from the CCHS PA, the Site Team had refurbished the swimming pool changing rooms during the Summer Half Term break and they now looked significantly better. The Committee thanked the PA and Site Team for their efforts.

ITEM 5 – BUILDING A FUTURE FOR OUR COMMUNITY COMMITTEE

5. In the absence of Jason Oster, Chair of the Building a Future for Our Community Committee, the Business Manager advised that fundraising activity had focussed on the Swimathon and working on a sustainable solution for the pool.

ITEM 6 – DONATIONS UPDATE & FINANCIAL SUMMARY

6. The meeting received a breakdown of annual Capital Development Fund donations from 1st September 2023 to 30th April 2024 which had totalled £13,675, including Gift Aid. Total available funds were estimated to be £303,659 by 31st August 2024. It was reported that, whilst there was a healthy balance, donations were considerably down on previous years. It was noted that there had been no donations at all from two cohorts. The School was to push the need for parental donations once the swimming pool project had been finalised. It was noted that losing regular donations from the start of Year 7 had a significant effect on the overall donations situation and the effect of the Covid years was recognised. It was stated that a new Year 7 push at the start of the next academic year would be beneficial.

ACTION

ITEM 7 – ANY OTHER BUSINESS

7. No other items of business were raised.

ITEM 8 – DATE OF NEXT MEETING

8. The date of the next meeting was agreed as 8.00am on Friday 6th December 2024.

The meeting ended at 8.06am.

Agreed as a true record.

Richard Brown
Chair

Date: 3rd December 2024

ACTION

All

DRAFT