

Friends of HCPS

Minutes - Meeting 14th September 2018

1. KA welcomed returning and new members to the group over coffee and a chat.
2. The aims of the 'Friends' were discussed with agreed (with the Federation and HOS) 3 fundraising themes for ongoing years:
 - Memorable Moments;
 - Learning Resources;
 - Premises maintenance.

Historically the Friends have raised approximately £2,000 pa. It is hoped to continue (and increase where possible) this trend to divide between the 3 themes each year.

Post meeting note: KA discussed and agreed with Finance Director of the Federation the notion of ensuring there remains a 'buffer' of £2,500 in the account at the end of each academic year (following all paid invoices and allocations to the 3 themes above) to be kept in reserve for exceptional occurrences (e.g. a specific project/item being purchased for the school which would cost more than the usual annual donation).

3. It was agreed the group needed to be more formal and the following 3 roles were allocated:
 - Chair – Katie Atkinson (KA)
 - Secretary – Claire Thompson (CT)
 - Treasurer – Laura Simms (LS) (signatories on the account include LS and Nic Dunn Senior Leadership Team/Senior Teacher and parent).
4. KA provided brief feedback of activities over the 2017-2018 academic year. The current 'Friends' took over fundraising responsibilities from Home and School in January 2018. Inherited a healthy bank balance of £10,366 and raised an additional £2,626.10 between January – July 2018.

Due to the particularly large amount of money in the bank account, the past academic year was classed as extraordinary in terms of spend. In agreement with the Federation and HOS, the 2017-2018 academic year monies were allotted in the following way:

- Memorable Moments: Year 6 Leavers Hoodies - £270, Early Years outdoor area, mud and sand pits, fencing and wooden animal shelter - £5,872
- Learning Resources: Maths and English Schemes - £1,500
- Premises Maintenance: KS2 replacement chairs - £650

For the coming academic year of 2018-2019, the Friends (in liaison with the Federation Finance Director and the HOS) it has been agreed to donate the following funds to the 3 themes:

- Memorable Moments: Year 6 Leavers Hoodies (cost TBC), Tickets for each child in the school to go to the York panto - £13 per child; parents will need to contribute £2 per child for the bus;
- Learning Resources: Purchase of 4 x tablets;

- Premises Maintenance: 50% of the cost of new made to measure and fitted blinds and curtains in the school hall - £1,400 (already paid as work completed over the summer holiday period of 2018).

N.B payments will also have to be made to the PTA association for membership fees and to RDC for a gambling license to cover the raffle at the School Summer Fair. This has been paid for the 2017-18 academic year.

Having paid for the 2018-2019 'premises maintenance' element for the forthcoming year already, we start the year with a healthy £3753.36 in the bank. This should enable us to fund the commitments to the remaining 2 elements above and maintain the £2,500 buffer as discussed in the post-meeting note to point 2 above.

5. Future Activities for 2018-19 were discussed:

- Halloween Disco – Friday 26th October at the Town Hall;
- Beetle Drive – drinks and biscuits only with a raffle – Thursday 15th November 5.30-7pm in School Hall;
- Nativity refreshments – KS1: Wed 12th December, and EYFS: Tuesday 18th December;
- Bingo night; Date TBC – January Date TBC;
- An evening with Adam Collier – 'Yorkshire dialect inc. Fish and chip supper' – Date TBC in main hall- possible community event;
- Mother's Day Afternoon Tea – scones, hot drinks and raffle – Date TBC;
- Father's Day Breakfast – butties, hot drinks and raffle – Date TBC;
- Summer Fair – Date TBC (to be planned from January!);
- Sports Day refreshments – Date TBC (possibly to include strawberries / peaches and cream this year).

6. Date of Next Meeting: Friday 12th October – 9am in the staffroom, to discuss: Halloween Disco and Beetle Drive.

7. AOB – KA informed the group that the new logo was in the process of being 'digitised' and a horizontal banner being made which could be used at various events in the future.