

MINUTES

FOWP Meeting

Monday, 24 September 2018, 7.30 pm

Present: Becky Girvan, Elizabeth Hankins, Caroline Jones, Karen Jones, Jacqui Kane, Dom Kenrick, Sally Prince, Catherine Snashall, Rachel Southwell, Sharon Wade

Apologies: Fleur Carey, Howard Collins, Colin Granlund, Heather Martin, Karen Pearson, Kate Trotman

1. School Business:

- Mr Kenrick reported on the great GCSE results over the summer;
- This term has seen some new staff, and all middle leaders, including heads of year and heads of subject have attended a leaders' course;
- Mr Kenrick stated how popular the school was to prospective parents, including those who lived outside the catchment area. The Open Mornings are being well attended;
- Decoration - the quad corridors have been decorated and carpeted, with a rolling programme of improvements;
- Damaged iPads - there were plan to put up shelving to store bags during lunch and break.
- Fund allocation. The following were put forward for funding:-
 - Minibus – a minibus had failed its MOT. Becky had referred Karen and Mark Pearson to Colin as they might have enough contacts to raise money for another one.
 - Exam pen readers - some Yr 11 students needed to have exam questions read to them. Whilst staff were able to do this, a pen could do this task and free up valuable resources. Dom would ascertain if there was an appetite to help funding these pens (cost £186 each - looking for £3720 for 20 - FOWP could put forward £1500) at the next Haywards Heath District Business Association meeting on 19th November. There might be an appetite for involvement from different businesses.
 - Lighting rig - £9500 needed for February
 - £8000 in the pot at the moment. Expect to raise in the region of £1000 for raffle, £200 for Quiz Night and £400 for Primary Cross Country.
 - Rachel had been speaking to Phil Todd, one of the Trustees, who had suggested having a Golf Day at Haywards Heath Golf Club followed by a silent auction and Dinner and Dance in the evening. Phil had spoken to Councillor Jonathan Ash-Edwards who had given it his endorsement. The money would be to specifically support FOWP projects and these would be advertised at the event. A similar, successful event had been held at Warden Park Primary.

- AGM - this meeting would be held on 29th October. Once the draft accounts were ready, they would be circulated to the group.

2. Fundraising events:

- Year 7 - Tutor meeting - October 4th - volunteers needed
- Recycling - bags to be brought in on 16th October. Volunteers so far: Sally and Jacqui. Becky would approach the Kindness Council to help again.
- 9th November - Curry and Quiz night - tickets would be available to purchase from Eventbrite soon.
- Primary Cross Country - first weekend in December. Becky would send an e-mail asking for volunteers.
- Christmas Concert - 14th December - refreshments required - Catherine, Sally, Rachael and Liz had volunteered to help.
- Year 11 reporting evening - 6th December - refreshments and volunteers were needed. Sharon could help.
- Ceilidh - 18th January 2019 - tickets would be sold after the Quiz Night.
- Band night - this would take place in March, with tickets priced at £10.00 each, with no food. If this did not go ahead, could hire The Bootyshakers at the golf day.
- Gin tasting - this would not be going ahead due to lack of enthusiasm from the companies that had been approached.

3. Treasurer's report:

- The Committee had made £5300 over the year on various events. The previous year had raised £7000 but that was down to the Quiz night postponement and no Christmas Fair. However, the Ceilidh had been a good night and FOWP had introduced refreshments at Parents' Evenings which all helped with parent engagement and topped up the funds.
- Previously had given £5600 to the school for the following items: radio microphones, music room upgrade, production show costumes, Expanding Horizons project, Sphero project and spring bulbs.
- The 300 Club final figures were still being put together but there had been a good take up from new Year 7 parents and renewals. Easy fundraising was still available for sign-up / use.
- Christmas Raffle - Jacqui was sourcing prizes.
- Noted that there was money over from last year's bulbs, £75 raised on find a fiver and £233 had been received for raffle receipts.

4. Update on upcoming projects

- **ecoffee cups** - these would be sold at events and would make great Christmas presents! Would be sold at events plus FOWP would encourage people to bring their own or buy one at events to cut down on waste.
- Easyfundraising - 25 people had signed up so far - could do with more, push at Year 7 evening on October 4th. Had received £356 so far, with so few members, so there was scope for a good income. Noted that staff members had signed up to Easyfundraising for the Peru trip and this had finished now, so there was the option of now supporting FOWP. Becky would ask Anne Stoneley to send a staff e-mail.
- Spring Bulb fundraiser. Heather Martin was going to match the money made so could plant enough crocuses to do the school crescent on the Triangle outside. Forest School would plant the bulbs as a project.
- Tablecloth - Becky needs to measure the tables and would purchase.
- Banner - McQuillans have responded. It was decided to go for the £115 option as it would last longer. It would cost £20-50 each time to change it.

5. Next meeting: Monday 29th October 2018. To make the meeting quorate, all volunteers who had signed up to assist FOWP were asked to attend.