**Minutes**

**Friends of The Hamble School meeting**

**17th June 2019**

**Attendees**: Alison Holland, Deb Thompson, Sue Boardman,Amy Crotty,Helen Crotty, Pip Moore and Philippa Milne

**Apologies**: C.Prankerd , Marie C-M, Debbie Sinclair, Julie Hardy, Wendy Challice, Michelle London

**Approval of Last Meeting Minutes**

Minutes all approved. Enough yes votes were received to fund the Prom outfits request. From this Helen suggested asking for Prom dress donations over the year to help students in the future, there was a discussion about where they might be stored etc. Helen also suggested speaking to Olivia George dress shop in Bursledon, to come to an agreement for hiring dresses in the future for students that require help. Alison has had an email from Chris stating the outfits would be bought and he will provide the committee with receipts.

**Matters Arising**

New secretary still required.

**Financial Report**

Current Acc £23093.22

Reserve Acc £2548.25

**Current Funding Request**

No funding requests.

**Items of Business**

1. **Fireworks 2019** –

We discussed which account the £10000.00 fireworks contingency fund should be kept. Deb suggested topping up the reserve account by £8000.00 to make a balance of £10500.00 approximately. Helen asked how we access the reserve account. Alison hasn’t had any dealings with the reserve account since being chair, so was unsure how we accessed the reserve account.

First aid and security are booked.

Ticket colours were agreed. Adult- blue, Child – pink and car park – Luminous orange.

Ticket prices are to stay the same as last year. Adult £6, Child £4 and car park £1.

Banners; ask Lisa Wrench to change the dates and ticket vendors before the end of term. Can Chris liaise with Alison to access the cupboard to retrieve the banners ASAP. Alison will email Chris to arrange.

Catering; S&J will provide 1 unit at £300.00. Coffee Cruiser is confirmed. Michelle Baker £150.00 provides fudge, pick & mix and liquorice. Burger van, Pizza and Bubble tea. Deb reiterated need to draw up T&C’s for caterers and stalls, ie; no silly string, take rubbish home.

Agreed we will order 3000 lighted products. Deb will order now for delivery in October.

Toy stalls we/Nicky will ask Dave at the RVCP as he already provides the stalls there through the summer months.

Nicky at RVCP is in contact with Alison Jones at HCC sponsership manager. She is trying to get free attendance by Wave 105. Meeting to be held in Winchester on Thursday 27th June which Alison H will attend. Also she is contacting Mini and Vauxhall regarding £3000.00 sponsership.

Sponsership already confirmed with Netley Garage £200 and Covers £300.

Helen suggested we need to check cupboard for supplies as need cups for fireworks volunteers refreshments. It was agreed we would buy cakes from Costco.

Alison is to email Nicky at RVCP to discuss more lights needed for the event and to confirm use of a gazebo and tables for lighted products. Helen suggested we ask Nicky to schedule a check on the parks lights a week before event so they are also working. Also we require a volunteer list of school staff and park staff.

1. **Friends recruitment-** a new secretary is now required**.** Sarah Vallely was going to email parents and place an advert in the Voice. Stating we need new members and a Secretary to enable us to continue. Alison to contact Chris re this.
2. **Meeting attendance-** Alison requested that all members respond to meeting invites, there often no replies from many members. Recent meetings have only been attended by Alison and Deb. Therefore please respond with a yes or no and then it can be decided if there are enough attendees to hold the meeting.

**A.O.B**

The next meeting needs to be the AGM. A date was decided Tuesday 9th July 6.30pm. 21 days notice is required therefore Alison will ask Chris to send an email out tomorrow to all parents. Helen will update the website tonight. AGM attendance was discussed, current committee members are AH, DT, AB, PMoore and WC. If possible the committee members need to attend.

Contacting other schools friends groups was suggested as a way of recruiting new members. Amy will message groups and ask to attend their next meetings.

**Next Meeting AGM Tuesday 9th July 6.30pm, the conference room in the main school reception.**