

# Minutes

## Friends of HCSC Meeting

### 6<sup>th</sup> December 2016

Attendees: Alison Holland, Helen Crotty, Julie Whitehead, Debs Thompson, Alison Bratcher, Amy Crotty, Marie C-M, Neil Cleaver, Julie Whitehead, Pip Moore

Apologies: Wendy Challis, Lisa Robins, Debbie Sinclair

#### **Approval of Last Meeting Minutes & Matters Arising**

1. Invoices received:

- Food Tech - £284
- Printing - £130 (banner)
- TV Screen - £1135
- Radio Advertising - £650
- Benches - £1800

The school is no longer going ahead with the solar film.

Cheque refunded re Hamble aglow for £500, cheque given to Neil to get payee changed as made out to old account name.

2. Funding request for No Bullying badges, Mr Beck asked if he can come along to the next meeting to discuss his request regarding the badges.

#### **Financial Report**

The balance on the accounts as 6<sup>th</sup> December 2016 are as follows:

Current account	£31072.92	Savings account	£2,543.51
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#### **Current Funding Request**

1. Lights were needed to light up the Year 9 Lanterns for the Xmas concert, £100 paid out in total for 5 lights. Neil advised to go ahead and he will submit the request. Everyone agreed that they were happy with this, but requested that a funding request is completed for the file, along with the receipt for reimbursement.
2. Alison is meeting with Headteacher next week to discuss a plan for the Skills Centre Hub which was previously put forward to us for discussion. This will enable the skills centre to be turned into a common room, with an area for learning during break/lunchtime as well as after school, with access to computers.

## **Items of Business**

### **Fireworks**

- Profit made of £10969.58 to include the lighted products, of which there are still over half left which can be sold on for 100% profit.
- Still awaiting to pay the additional Lights Insurance, a cover note was issued but no payment has yet been taken from Helen's account of £125.00. Also still need to pay £20 for refreshments as £178 for radios (invoice received and opened at meeting).
- There was a query regarding the booking of the lights. Nicky at the park confirmed she had booked them, but the company hadn't gone ahead with the booking as they had not received the insurance details. Therefore the price went up due to it being deemed a late booking. This also meant we didn't have as many lights as originally planned for.
- Complaints received:
  1. Sound system was too loud and could be heard by local residents.
  2. Food – queues were too long and there was a ticket system that people were not aware of. The stalls also ran out of products.
  3. Mini funfair was too small.
  4. Lighted product stall was too small, lots of people didn't buy as it was too busy.
- Float for lighted products – more coinage needed and more money runs, those on the stall had a lot of notes in their money bags that needed to be put somewhere secure.
- Clear up next morning – a parent had complained that there was no member of staff present during this. Neil will address this for next year.
- Amy asked that more Friends be available next year during the day to help out ie distributing last minute tickets, setting up Empire room etc. Alison suggested we see about getting access to the Empire Room the day before next time, in order to set up.
- There was plenty of tea and coffee.
- Security guards were not positioned where we originally requested them to be. Security Company provided a number of Stewards instead of actual Security Guards, and therefore were not qualified to carry out the roles needed. Next year we will request all Security Guards only and no Stewards.
- Parking was difficult as cars had to go across the pedestrian walkway. More lights were needed to guide the traffic as well as security/stewards.
- More HiViz jackets needed next year.

**Correspondence** – None received

**AOB** - None

**Next Meeting** - Monday 9<sup>th</sup> January at 6pm, with a get together planned for Friday 20<sup>th</sup> January.