**Minutes**

**Friends of HCSC Meeting**

**24th September 2018**

Attendees: Alison Holland, Debs Thompson, Amy Crotty, Helen Crotty, Sue Boardman, Wendy Challis, Pip Moore,Chris Prankerd, Marie C-M, Charlotte Stringer

Apologies: Alison Bratcher, Marie Holder,

Absent: Debbie Sinclair

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

AGM Minutes were approved.

**Financial Report**

None. Alison Holland will collect the accounts from Marie Holder and get them up to date with Pip Moore. Chris Prankerd suggested M.Burton-Doe may be able to help with an auditor, if one is needed. Also Chris will chase outstanding invoices from school.

**Current Funding Request**

None

**Items of Business**

1. Fireworks

* Tickets are arriving on Tuesday 25th September. To go on sale ASAP.
* Pre-sale is now being advertised and promoted. Advert is now running in the Scene magazine.
* Discussed various ways of rerouting cars that arrive without the correct number of tickets.
* Helen and Amy are looking into the Dancing Goose pub for last minute ticket sales. Deb suggested the church hall as plan b. Also we will need people at the bottom of Station Road checking tickets in cars, so they can be turned away at that point. This will stop any traffic issues at the gate.
* RVCP resident tickets/passes are available from park shop on request. Nicky at RVCP have requested the residents should encourage their guests to buy Fireworks tickets as it is a charity event.
* Discussed how we are promoting The Friends involvement in this event and that it raises money for the Hamble school.
* Helen Suggested some one was to take charge of speaking to venues for the last minute ticket sales .Pip offered to go with Alison H to the Dancing Goose to discuss using the pub/car park for the last minute ticket sales.
* Due to the closure of Veals some when in October , tickets will not be sold from this venue this year.
* A new Fireworks poster has been designed by RVCP. It highlights the pre-sale only. The poster will be sent to all members to enable them to print it and display where ever they can. Hopefully this will cover a large area and the message of pre-sale only will get around.
* Volunteers for the evening, Chris is to ask for approx. 30 staff. Will we need to provide the same amount, so friends and family all need to be asked.
* Amy asked if Chris could e-mail her with how many fireworks vouchers the staff will need. Chris offered to distribute staff vouchers.
* Chris will help us to allocate staff to roles on the night. Amy confirmed all volunteers will get free parking on the night.
* Deb T suggested we need to have an entry with ticket sign placed everywhere on the night. Helen suggested getting Radio Solent to plug event on the Friday before stressing it is pre-sale tickets only. Wendy offered to contact Breeze radio and Radio Solent.
* It was suggested an announcement should be placed in the local schools newsletters. Stressing the pre-sale only. Wendy will do the Burseldon schools, Sue will do the Netley Infants and Juniors, Amy to do Hamble Primary school.
* Chris suggested trying to source light up signs the night, he will speak with M.Burton-Doe.
* Lighted product stall, Deb T to price up products and send to Alison H. How many people need to man stall, 6 possibly, need volunteers for this. Which gazebos are we using?
* Catering on night will be provided by S & J 4 units ( already paid £1200.) Coffee Cruiser ( 20% of nights takings) and a Crepes and waffles van ( £ 100 Suggested donation)
* Cold drinks stall to be run by Sue and Pip. Pip to provide gazebo for that. Cold drinks price at 50p. 500 cans. Sue suggested buckets of water to keep cans cool. Pip and Alison H to purchase cans and possibly cake.Wendy has some volunteers to make cake so will need to know how many are being baked before Pip and Alison go shopping.
* Wendy asked about notifying local PCSO. Amy explained it is best to call all the relevant services on the day.
* As normal there will be refreshments for volunteers in the Empire rooms. Wendy will provide tea urn.
* A cash float for the evening will be collected by Alison H on Friday 2nd Nov. Amount to be confirmed.
* Wendy asked about disabled access. This will be provided but must have a correct Blue badge.
* Helen will upload new poster on to our website. Amy asked if Fireworks can be advertised on school T.V in main Reception. Chris confirmed it would be Lisa Wrench that deals with that.
* Amy asked if Alison H had paid for Fireworks, She has not, as no invoice has been provided.
* Wendy asked about costs so far, Amy confirmed £8803.
* Helen discussed alterations of current banners. She will contact Lisa Wrench to ask if she can help with this. Also suggested was contacting the Community Manager at Tesco to see if they could banners up on the day with either ‘ Sold out or Pre-sale only’.

**AOB**

Mary- Rose Finden has asked if we can provide refreshments for the school production on 29th Nov-1st Dec. Alison H confirmed yes with the support of the committee. We will also supply a raffle.

We are still actively seeking a Treasurer.

Helen asked Chris if there was a Prom date set yet. Chris to find out.

Chris gave us the heads up on a project the school are planning. A canopy to cover a seating area outside London block. Projected costs 30-40K.

Helen also requested if we can have a meeting with the school council.

Alison invited the new Head to attend one of our meetings. Chris would pass this message on.

11th October is the year 7 meet the Tutor evening 4-7.30pm. we will be in attendance.

**Next meeting is Monday 8th October 6pm at Skills Centre.**