



St Mary's School Association

Committee minutes

Thursday 9th November 2023 @ 3.45pm in the school library

Registered charity 1097776

Present

Marie Chappell (MC)
 Ellie Vowles (EV)
 Ellie Harper (EKH)
 Tim Ennion (TE)
 Mrs Scott (Mrs S)
 A Moore (AM)
 Jacqui Warder (JW)
 Laura Welch (LW)
 Mrs Morgan-Doak (MD)

Apologies

Briony Hosford (BH)
 Eimer Hawkins (EH)
 Caroline Hubbuck (CH)

Agenda Item	Details	Action For
1.	Apologies Noted above	NA
2.	Minutes from previous committee meeting	NA
3.	Bank Balance Review Petty cash: £130.80 Treasurers Account: £11,610.74 Business Account: £15,766.29	NA
4.	Funding Requests <ol style="list-style-type: none"> 1. Panto trip Year 5+6 – granted 2. Yr 7 Hindusim day – granted 3. Mrs O'Brian – withdrawn 4. Collective Worship Group/Choir trip to Salisbury – granted but clarification required from Mrs Goy as to what year groups this applies to 	MC
5.	Recent Fundraising <ol style="list-style-type: none"> 1. Whole school disco was well received. A total of 309 pupils attended, and a profit of £735.09p made. Thank you to all the volunteers and staff that helped on the night. There will need to be some improvements to the way things are done before the next disco and these will be discussed at the next committee meeting. 	
6.	Christmas Market <ol style="list-style-type: none"> 1. Set-up of tables Friday 8th December – Dr Ennion to confirm. 	TE

	<ul style="list-style-type: none"> 2. Waiting for arrival of raffle tickets. 3. Discussion of SA stall ideas, possible further meeting to be arranged prior to 9th December? However, due to time restrictions, this may not be possible. SA to see if date do-able 4. 5 more stallholders required. Marie to send out invitation at the weekend. 	SA MC
7.	<p>Events for 2024</p> <ul style="list-style-type: none"> 1. Valentine's Disco - 8th February 2024 2. Easter chocolate raffle 3. Colour Run – to be discussed 4. Sponsored chores at home or sponsored activities at school – to be confirmed 	
8.	<p>AOB</p> <ul style="list-style-type: none"> 1. Brief outline given of how funding requests are processed and explaining alterations that have been made to request forms since September. Plan to provide all staff with a written outline of how to make a funding request. A spreadsheet summary of funds provided, to be given to heads of year at the end of each term. 2. Discussed setting up a second fund for miscellaneous funding requests that would be separate to per year budget for example, fund request for art display boards that will benefit whole school going forward – chairs to discuss possibility of this 3. Discussed SA supporting fundraising events that have a specific goal such as purchasing new departmental equipment eg. sponsored car wash; or decorate a duck for DT dept. 4. Discussed potential to use event photos of promotional purposes, but only if cleared by school office. 	MC EKH, EV MC & BH
9.	Next meeting: 18 th January at 15:45pm, school library	