

# FRIENDS OF SGHS MINUTES OF MEETING

**Date:** Thu 12<sup>th</sup> November 2020

**Time:** 7.00pm

**Venue:** Virtual Meeting (via Zoom)

**Present:** Steve Rose (SR), Chloe Vereker (CV), Dawn Rollins (DR), David Whitfield (DW), Joanne Busfield (JB), Emma Wood (EW), Matt Willis (MW).

	SUBJECT	ACTION
1	<b>Apologies:</b> None.	
2	<b>Spring Hamper Raffle:</b> Despite the consequences of the first Covid-19 lockdown in March 2020 the school was still able to draw the winner of the Spring Hamper, and the hamper was collected by the winner before Easter. The sale of raffle tickets for the hamper raised over £260.	<b>JB to find out the name of the Spring Hamper winner and report back.</b>
3	<b>Funding requests:</b> JB listed a number of possible future funding requests. Requests forms still to be completed. DT – Paul Braden – PCB drill - £212. SGHS Reward Scheme – badges. Hardship Fund – may need a bit of top up. Whole School Read. School stage equipment. Gym equipment. Art competition. IT Dept. Outside picnic tables.	<b>JB to liaise with school depts to ensure that funding request forms are completed and submitted to Friends.</b>
4	<b>Charities Commission:</b> EW notified the group that Friends needs to submit some annual documentation to the Charities Commission, incl. summary finances and a short summary report on fund raising activities. Summary fund raising report to be produced by a Friends Trustee (SR or DW).	<b>SR to draft summary report on Friends funding raising activities. EW to collate financial info for submission.</b>
5	<b>150 Club</b> DW reported that he was in contact with Lesley Stott regarding contacting current 150 Club members to encourage them to renew for 2021 and send out invite for	<b>DW to continue liaising with JB and Lesley Stott, re. 150 Club matters. DW to</b>

	new members to sign up. Payments to be made via ParentPay.	<b>undertake Oct and Nov 150 Club draws and arrange for winners to be notified.</b>
<b>6</b>	<p><b>Virtual Christmas Market</b></p> <p>EW has set up a virtual Christmas market on a bespoke web based platform promoted by Parentkind. Friends will now send out a request to the school community for donations of suitable Christmas gifts that can be sold online via the virtual market platform. A photo of each pledged gift, together with the number of items of that gift which will be donated for sale, should be sent to the Friends email address for uploading to the market platform as soon as possible. NB. Any donations of edible gifts must avoid nuts. Parents/carers will be able to view and buy the gifts by accessing the market platform online (and using a debit/credit card), which will be overseen by EW. All donations will be delivered safely to school by Mon 14 Dec, after which the purchased packages can be collected later the same week. The cut-off date for purchases via the online platform will be 11 Dec.</p>	<p><b>JB to liaise with school as to logistics of safe donation deliveries and purchase collections in wb. 14 Dec. Request for gift donations to be sent out to parents /carers ASAP.</b></p>
<b>7</b>	<p><b>Festive Hamper:</b></p> <p>CV has already put together a very nice festive hamper. More donations for the hamper are requested from Friends (to be delivered to CVs house, or to school on 14 Dec). The sale of tickets for the festive hamper will go on sale via ParentPay (£5 for a strip of 5 tickets). Ticket allocation will be undertaken by EW. The draw will take place on 16 Dec. The proceeds from the sale of tickets will be going to the purchase of outside picnic tables for the school.</p>	<p><b>More hamper item donations to CV. Advert for Hamper tickets to be sent out to parents /carers ASAP.</b></p>
<b>8</b>	<p><b>Friends Email address:</b></p> <p>DR has access to Friends email and has checked backlog of messages. Nothing significant missed over last few months.</p>	<p><b>DR to continue periodic checking of Friends email.</b></p>
<b>9</b>	<p><b>Next Meeting:</b></p> <p>Hopefully a Christmas social meet-up will be possible in Skipton, if the current Covid-19 lockdown ends in early Dec. The next Friends meeting (probably a Zoom meeting) is proposed to take place at 7pm on Thu 14 Jan 2021.</p>	<p><b>All welcome</b></p>
	<p><b>AOB</b></p> <p>None.</p>	