



**MINUTES OF
BWSPA MEETING HELD ON**

Thursday 9th February 2017

Agenda No	Present: Steve Taylor (ST), Wijendra Peiris (WP), Jo Woods (JW), Penny Calvert (PC), Mark Nixon (MN), Jo Woods (JW), Nicolette Beardsmore (NB), Phillip Sheppard (PS) Duygu Riley (DR), Sarah Eyres (SE), Andrew Cutler (AC), Julian Oakley (JO) Justin Moore (JM) – Bursar	ACTION
1	Welcome: ST welcomed everyone to the meeting and Justin Moore, Bursar	
2	Apologies and Updates Apologies: Tara Everington, Rosheen Ryan, Sue Grant. Updates: The documents relating to BWSPA meetings are now available to view on Asana. The Agenda will be more widely distributed prior to meetings.	
3	School Update <ul style="list-style-type: none"> • JMn provided an update on the National Funding Formula (NFF), and how it will affect BWS. He urged all parents to read and act upon the NATIONAL FUNDING FORMULA - A CRITICAL CONSULTATION email sent out by Stuart Smallwood this week, containing links to the Schools NNF – Stage 2 website (Where you can complete an on-line survey) and to a document by the Grammar School Heads’ Association which provides areas to highlight in your input for the survey. NB This clearly states it is best to use your own words where possible as less weighting is given to standard responses. • ST suggested 15 minutes is set aside on the next meeting’s agenda to discuss how to respond, if people are unsure of how to do this. • JM stated that the school would welcome any involvement of BWSPA support at events, and to provide JW with event details. 	ALL JW JM
4	Treasurer Update <ul style="list-style-type: none"> • WP stated that the accounts have been signed off for the last month, and that there has been no activity in the past 2 months. • WP proposed PS as the new Assistant Treasurer, NB seconded and PS was welcomed to the committee. • WP to put last 3 years income/expense/profit figures together for comparison. 	WP
5	1000 Club Membership & Easy Fundraising: <ul style="list-style-type: none"> • JO stated that the Club currently does well. There are currently approximately 250 participants. • General discussion on increasing this, JO stated that it is good to expand we need to be aware of any implications i.e. this may increase workload (which is currently 4-5 hours per month). • PC suggested 2 draws at Christmas to enable 12 draws to take place per year. • ST stated he would sign up. • JO highlighted need to review succession planning for the Club’s administration. • Discussion on who set Easy Fundraising up initially so that facts & figures can be obtained. WP stated this was Phil Henderson & Jenny Sweetenham and that he would request their details and pass to JW. 	JO ST WP
6	Mother’s & Sons’ Evening <ul style="list-style-type: none"> • TE sent her apologies. WP stated that the invitation wasn’t quite right to claim gift aid and 	WP, JW, PC, TE &

	that he would provide the appropriate wording. JW and PC to liaise with TE re re-branding the invitation with the newly agreed logo, so that PC can forward to Nikki Miles for distribution.	NM
7	BWSPA Logo <ul style="list-style-type: none"> ST thanked PC for all her work on the new BWSPA logo. PC laid out the draft logos. Everyone's views were considered, along with those who had expressed a view outside of the meeting. Logo 5 was approved along with the Facebook banner. 	
8	Communication <ul style="list-style-type: none"> PC advised she would update Facebook with the new logo & banner. PC suggested updating Facebook live at meetings. ST & MN put forward as Admin on Facebook along with Penny. Website to be updated and included on future agenda as not discussed fully. PC to review New Year 7 1000 Club Leaflet re branding/updating. PC to review New Year 7 Schools Rep Leaflet re branding/updating. ST to review New Year 7 BWSPA Leaflet re content and pass to PC for re branding. All by Nikki Miles' deadline of 17th February 2017. 	PC PC PC ST, PC
9	Class Rep Update <ul style="list-style-type: none"> MN stated that year 7, 8, 9 & 10 Class Reps have been contacted. MN confirmed that only email addresses of those parents who have agreed will be shared as appropriate and no other contact details. 	
10	School Shop <ul style="list-style-type: none"> JM Confirmed the shop opens every Thursday lunchtime, and that they would welcome BWSPA involvement. JW asked if this could potentially change e.g. to Saturday mornings. JM stated that he didn't see why not and would forward shop contact details to JW to make contact to find out more. ST asked if there might be any Business Studies students who might be interested in becoming involved. It was discussed that this could be the case if such involvement were part of their curriculum. ST to investigate further. 	JM JM,ST
11	Minutes from last BWSPA Meeting – 19th January 2017 <ul style="list-style-type: none"> Request to change Notes to Minutes. NB requested amendment to wording re BL. AC stated that National Civic Day is 17th June 2017 (not 17th July). JW to amend and email to ST for inclusion on Asana. 	JW, ST
12	Date of future BWSPA meeting: <ul style="list-style-type: none"> Next BWSPA Meeting to be held at 7:30pm on Thursday 16th March 2017. 	ALL
13	AOB: PS asked about Twitter and PC stated that this could be set up. JW asked about BWSPA Team for Rugby Tour Quiz Night on Saturday 25 th March. JW, ST, NB, Phil Beardsmore, possibly Lucy Schofield & WP have expressed an interest. As the teams are of 8 – any further interest would be welcome.	PC ALL/ JW
	There being no further business, the meeting ended.	
Approved by the BWSPA on:		
Date: _____ and signed by _____ Chairperson		