



**MINUTES OF  
BWSPA MEETING HELD ON**

**Thursday 27<sup>th</sup> April 2017**

<u>Agenda No</u>	<u>Present:</u>	<u>ACTION</u>
	<b>Steve Taylor (ST), Andrew Cutler (AC), Wijendra Peiris (WP), Jo Woods (JW), Stephanie Atwood-Swann (SAS), Duygu Riley (DR), Lucy Schofield (LS), Donald Smith (DS) Justin Moore (JM Bursar)</b>	
<b>1</b>	<b>Welcome:</b> ST welcomed everyone to the meeting.	
<b>2</b>	<b>Apologies:</b> Penny Calvert, Nicolette Beardsmore, Mark Nixon, Tamara Everington,	
<b>3</b>	<b>School Update</b> <ul style="list-style-type: none"> <li>• JM thanked all those who had responded to the National Funding Formula Consultation. We are awaiting the outcome of the funding settlement for 2018/19. Schools with an underfunded Sixth Form are facing particular difficulties, and we are having to revert to more facilitative subjects i.e. those required for further education.</li> <li>• The new building is looking good, and completion is still expected by mid May.</li> <li>• The Twickenham event was a great day for all. Very many congratulations to the team.</li> <li>• Parental support would be very much appreciated for rugby, or any sport, if there are any parents available who would like to get more involved, please contact the school directly.</li> <li>• Exam season will soon be coming upon the school.</li> </ul>	
<b>4</b>	<b>Treasurer Update</b> <ul style="list-style-type: none"> <li>• WP stated that the Mothers' &amp; Sons' Event raised just over £320 excluding Gift Aid. WP will make a Gift Aid claim for the first time and advise how much additional funds this will raise.</li> <li>• WP provided income/expense/profit figures for the past 4 years which were reviewed. WP to provide JW with a PDF of the document for the BWSPA pages of the website.</li> </ul>	<b>WP</b>
<b>5</b>	<b>Minutes of Last Meeting on 16<sup>th</sup> March</b> <ul style="list-style-type: none"> <li>• The minutes were agreed as accurate.</li> </ul>	
<b>6</b>	<b>Mother's &amp; Sons' Evening</b> <ul style="list-style-type: none"> <li>• Tamara and family did a fantastic job for the Mother's &amp; Sons' Evening, which was a really enjoyable event. Well done &amp; Thank You!</li> <li>• If anyone has any ideas for a similar event next year – please let us know!</li> </ul>	
<b>7</b>	<b>Rain &amp; Shine Theatre Company Production – Twelfth Night (10<sup>th</sup> June)</b> <ul style="list-style-type: none"> <li>• JW confirmed that posters, leaflets &amp; tickets have been printed and received.</li> <li>• Advertising opportunities were discussed e.g. School (NM) FOSWGS (JW), Five Rivers Leisure Centre (JW), PTA Notice Board (WP), Twitter (SAS), Spire FM What's One (WP), local Primary Schools (JW), Website (PC). Any other suggestions gratefully received.</li> <li>• Holding a Raffle was discussed – for which the first prize will be 50% of the value of the sold tickets on the night.</li> <li>• Help will be required from approximately 5:30/ 6:00pm on the night for: The Ticket Table (x2 people), Teas &amp; Coffee (x3 people) and Raffle (x2 people). ST, WP, DR &amp; JW volunteered - If anyone is available to help– please contact <a href="mailto:bwspa@bws.wilts.sch.uk">bwspa@bws.wilts.sch.uk</a></li> <li>• Discussion re Sweet or Pop Corn Bags – to be confirmed at next BWSPA meeting.</li> </ul>	<b>ST, WP, DR, JW</b>
<b>8</b>	<b>Fathers' &amp; Sons' Evening (23<sup>rd</sup> June)</b> <ul style="list-style-type: none"> <li>• JM to request SMS to email ST with information regarding Guest Speaker, Glenn Marks.</li> <li>• WP to find previous flyer we may be able to adapt and use.</li> <li>• WP to review menu previously used and ST to contact Terry for menu ideas/budget.</li> <li>• Help will be required on the night to help run the bar. TBC</li> </ul>	<b>ST</b>
<b>9</b>	<b>Founders Day (8<sup>th</sup> July)</b> <ul style="list-style-type: none"> <li>• WP to organise Alcohol Licence for Founders day.</li> <li>• Updated from Founders Day Working Group by SAS. Possible ideas for Departmental participation discussed.</li> <li>• Founders Day Working Group (WP, TE, LS, NM, PC, JW &amp; SAS) to meet at TE's house at</li> </ul>	<b>WP NM, WP, TE, LS, NM, PC, JW</b>

	5pm on Friday 12 <sup>th</sup> May to discuss further, with report to next BWSPA Meeting.	<b>&amp; SAS</b>
<b>10</b>	<p><b>Summer Draw (8<sup>th</sup> July)</b></p> <ul style="list-style-type: none"> <li>Discussion re possible prizes: 1<sup>st</sup>: £250, 2<sup>nd</sup>: Hamper (SAS to provide JW with potential contact details), 3<sup>rd</sup>: Amazon Voucher - any other ideas/ suggestions or donations would be very much appreciated. Draw to be drawn at Fete on Founders Day.</li> <li>WP to organise printing of tickets as main prizes confirmed as above. Other prizes will be advertised in due course/ at the fete.</li> </ul>	<b>WP</b>
<b>11</b>	<p><b>Communication</b></p> <ul style="list-style-type: none"> <li>PC to continue working on updating the BWSPA pages on the school website. JW Happy to help and will contact PC.</li> <li>Action from previous minutes: PC to confirm ST &amp; MN put forward as Admin on Facebook along with Penny.</li> <li>WP has reviewed the BWSPA email (<a href="mailto:bwspa@bws.wilts.sch.uk">bwspa@bws.wilts.sch.uk</a>) with Andrew White and any emails are now re-directed to JW. AW to update the website with the correct email.</li> </ul>	<b>PC/JW</b>
<b>12</b>	<p><b>Class Rep Update</b></p> <ul style="list-style-type: none"> <li>MN not present, so no update available.</li> <li>It was discussed that the Agenda &amp; Minutes of the BWSPA meetings will be sent to MN to specifically distribute via Class Reps.</li> </ul>	<b>JW</b>
<b>13</b>	<p><b>Future Events/ Meeting:</b></p> <ul style="list-style-type: none"> <li><b>New Parents Evening, Thursday 8<sup>th</sup> June</b> ST, AC, WP and JW have stated they can attend, but others also required to help distribute Smarties tubes, serve refreshments in the Sixth Form Common Room and chat with parents. Anyone else available should please contact JW via (<a href="mailto:bwspa@bws.wilts.sch.uk">bwspa@bws.wilts.sch.uk</a>).</li> <li><b>Rain &amp; Shine Theatre Company Production, Saturday 10<sup>th</sup> June:</b> As discussed above.</li> <li><b>Summer Draw, Saturday 8<sup>th</sup> July:</b> As discussed above</li> <li><b>Founders Day, Saturday 8<sup>th</sup> July:</b> As discussed above</li> <li><b>Year 7 Skittles Evenings x5 Confirmed:</b> <ul style="list-style-type: none"> <li>➤ Saturday 23<sup>rd</sup> September (J)</li> <li>➤ Friday 29<sup>th</sup> September (M)</li> <li>➤ Saturday 30<sup>th</sup> September (O)</li> <li>➤ Friday 6<sup>th</sup> October (P)</li> <li>➤ Saturday 7<sup>th</sup> October (W)</li> </ul> </li> <li>WP to create Smarties &amp; Skittles Flyers and send to JM for new parents pack</li> </ul> <p><b>Dates of future BWSPA meetings to be held at 7:00 – 8:30pm on:</b></p> <ul style="list-style-type: none"> <li>➤ <b>Tuesday 6<sup>th</sup> June 2017.</b></li> <li>➤ <b>Tuesday 27<sup>th</sup> June 2017.</b></li> <li>➤ <b>Thursday 14<sup>th</sup> September 2017</b></li> </ul> <p>Request for NM to book the Sixth Form Common Room.</p>	<p><b>WP</b></p> <p><b>NM</b></p>
<b>14</b>	<p><b>AOB</b></p> <p><b>1000 Club Membership Easy Fundraising:</b></p> <ul style="list-style-type: none"> <li>JO has resigned as he is unfortunately no longer able to carry on running the 1000 Club.</li> <li>WP confirmed that Himali Peiris will be able to take over from JO and put together a job description and useful information for future use.</li> </ul> <p><b>Christmas Fair/ Parking 2017</b></p> <ul style="list-style-type: none"> <li>ST to Liaise with FOSWGS to discuss potential dates</li> <li>Review of Christmas parking with school required to see if viable option for 2017. SAS suggested potential Salisbury Christmas Market demand for spaces.</li> </ul> <p><b>Easy Fundraising</b></p> <ul style="list-style-type: none"> <li>Action from previous minutes: WP stated Phil Henderson &amp; Jenny Sweetenham set up Easy Fundraising and that he would request their details and pass to JW.</li> <li>More obvious advertising for this would be good for the website</li> </ul>	<p><b>WP/HP</b></p> <p><b>ST</b></p> <p><b>WP</b></p>
	There being no further business, the meeting ended.	
<p>Approved by the BWSPA on:</p> <p>Date: _____ and signed by _____ Chairperson</p>		