



**MINUTES OF
BWSPA MEETING HELD ON**

Tuesday 6th June 2017

Agenda No	Present: Wijendra Peiris (WP), Jo Woods (JW), Stephanie Atwood-Swann (SAS), Lucy Schofield (LS), Donald Smith (DS), Penny Calvert (PC), Mark Nixon (MN), Tamara Everington, Jerry Smith (JS) Justin Moore (JM Bursar)	ACTION
1	Welcome: JW welcomed everyone to the meeting, especially Jerry Smith as it was his first meeting.	
2	Apologies: Steve Taylor, Andrew Cutler, Nicolette Beardsmore, Philip Sheppard,	
3	School Update <ul style="list-style-type: none"> • JM updated that school is in the middle of exam season. • The implementation of Cashless Catering will be at the beginning of July. Information has been sent out to all parents. • All current vacant teaching posts have been filled. • The schools need for a replacement Minibus was discussed and all present agreed the launch of a Minibus 1 Appeal. JW to arrange for the school website to be updated 	JW
4	Treasurer Update <ul style="list-style-type: none"> • WP stated that there had not been much activity. • There is £9,000 in the bank, which if agreed could be put towards a Minibus Appeal. All present agreed to this. 	
5	Minutes of Last Meeting on 27th April <ul style="list-style-type: none"> • The minutes were agreed as accurate. 	
6	Rain & Shine Theatre Company Production – Twelfth Night (10th June) <ul style="list-style-type: none"> • JW advised that ticket sales have been slow, but that press releases have been issued and posters advertised. • Holding a Raffle was agreed – the first prize will be 50% of the value of the sold tickets on the night. • Volunteers are needed to manage: The Ticket Table (x2), Teas & Coffee (x3) and Raffle (x2). ST, WP, JW, TE & LS volunteered • Agreed to sell drinks/ crisps & sweets. WP agreed to purchase for the night. TE Confirmed tea & coffee supplies & agreed to purchase milk & cream. 	ST, WP, JW, TE & LS WP
7	Fathers' & Sons' Evening (23rd June) <ul style="list-style-type: none"> • Flyer has been sent out via Scopay, tickets are selling. • TE & JW agreed to run the bar – Should anyone else be available please contact bwspa@bws.wilts.sch.uk 	TE, JW, ALL
8	Founders Day (8th July) <ul style="list-style-type: none"> • SAS updated on agreed Departmental participation. • BWSPA will run: Pimms Stall (AC/WP to lead), Tea/Coffee/Cakes (TE to Lead), Raffle, Bottle Tombola (LS to lead), Books & DVDs and 'New to You' pre-loved quality school uniform (JW to Lead). Leaders required for Raffle & Books DVDs, leaders to organise support for stalls/activities. • DS Suggested Xbox 'Top Gear' type Racing game to attract boys. • PC suggested Freecycle/ Scrapstore/ Homebase/ B&Q for unwanted paint for Art Dept mural • The market was suggested re pre-ordering fruit for Pimms stall. • TE volunteered to serve tea & coffee at rugby brunch. • After fete cleaning discussed re extra work that cleaners may need to undertake in order to make school ready for Monday. • Communication required re parents. • Founders Day Working Group (WP, TE, LS, NM, PC, JW & SAS) and any others! to meet at 7pm on Tuesday 4th in the marquee. 	ALL

9	<p>Summer Draw (8th July)</p> <ul style="list-style-type: none"> Discussion re possible prizes: 1st: £250, 2nd: Hamper, 3rd: Voucher – Further prizes required - any other ideas/ suggestions or donations would be very much appreciated. Draw to be drawn at Fete on Founders Day. Tickets have been printed & awaiting distribution. 	WP
10	<p>Communication</p> <ul style="list-style-type: none"> The BWSPA pages on the school website have been updated. Facebook continues to be updated by Penny. Action from previous minutes: PC to confirm ST & MN put forward as Admin on Facebook along with Penny. 	PC
11	<p>Class Rep Update</p> <ul style="list-style-type: none"> Agenda & Minutes of the BWSPA meetings to be sent to MN to specifically distribute via Class Reps in addition to Scopay. 	JW/MN
12	<p>Future fundraising ideas</p> <p>These were not discussed, but will be re-visited at a later meeting</p>	
13	<p>Future Events/ Meeting:</p> <ul style="list-style-type: none"> New Parents Evening, Thursday 8th June Rain & Shine Theatre Company Production, Saturday 10th June Father's & Son's Evening Friday 23rd July Summer Draw, Saturday 8th July Founders Day, Saturday 8th July Year 7 Skittles Evenings x5 Confirmed: <p>➤ Saturday 23rd September (J), Friday 29th September (M), Saturday 30th September (O)</p> <p>➤ Friday 6th October (P), Saturday 7th October (W)</p> <p>Dates of future BWSPA meetings to be held at 7:00 – 8:30pm on:</p> <p>➤ Tuesday 27th June 2017.</p> <p>➤ Thursday 14th September 2017</p> <p>Future fundraising ideas were not discussed, but will be re-visited at a later meeting</p>	
14	<p>AOB</p> <p>1000 Club Membership Easy Fundraising:</p> <ul style="list-style-type: none"> Wijendra & Himali Peiris will take over from JO and put together a job description and useful information for future use. <p>Christmas Fair/ Parking 2017</p> <ul style="list-style-type: none"> Review of Christmas parking with school required to see if viable option for 2017. SAS suggested potential Salisbury Christmas Market demand for spaces. <p>Easy Fundraising</p> <ul style="list-style-type: none"> Action from previous minutes: WP stated Phil Henderson & Jenny Sweetenham set up Easy Fundraising and that he would request their details and pass to JW. Website has been updated 	WP/HP ST WP
There being no further business, the meeting ended.		
Approved by the BWSPA on:		
Date: _____ and signed by _____ Chairperson		