

## MINUTES OF BWSPA MEETING HELD ON Tuesday 12 March 2019

**Present:** Lucy Schofield (Assistant Secretary and Acting Chair), Paul Tayler (Treasurer), Nicolette

Beardsmore (Secretary), Justin Moore (Bursar), Julia Forder, Keith and Terri Westlake and

Jo Woods

Apologies: Susie Andrews, Penny Calvert, Andrew Cutler, Tracey Glibbery Iain Oxley and Wijendra

Peiris

Action column lists members by their initials

			Action		
1.	W	elcome			
	Th	e Chair welcomed everyone and noted apologies.			
Sch	School Update				
	a)	Justin Moore reported on the background behind the Headmaster's recent letter to parents about the funding issues faced by secondary schools and BWS in particular.			
	b)	The plans for the new Science block were being costed and discussions with the Planning Office were ongoing.			
	c)	Zo Lambard has been appointed as the new head of 6 <sup>th</sup> form to replace Alistair who is leaving the school and will be sorely missed.			
	d)	The BWSPA were invited to fund the purchase of a 'Glutton Electric' – an electrically powered urban and industrial waste cleaner which would be used to clean the school grounds in place of a person with a broom. The advantages being that it would be quicker, more efficient and quiet so could be used during school hours without disturbing teaching. A cleaner site would be more attractive for recruitment purposes.	SDS		
	e)	Members felt that parents would prefer monies raised to be spent on items that directly benefitted the boys rather than on cleaning the school grounds but agreed to consider the request further.	All		
	f)	Curtis Leung had successfully raised sponsorship for the Wordsworth Magazine, although it was likely that the BWSPA's financial support would be needed.			
2.	М	inutes of the Previous Meeting			
		nutes of the meeting held on 6 November were AGREED, subject to Zane Wang's name ng Iain Oxley's with regard to assisting Paul Tayler at the Quiz bar.			
3. Treasurer's Update					
	a)	The BWSPA made approximately £220 in profit for the Quiz Night bringing total funds to around £10,600 in total.			
	b)	Fund Matching  A parent had submitted an application for their employer to match fund up to £2,000. However, it was noted that the employer was British American Tobacco. After some discussion it was agreed, with regret, that the application could not be accepted as the business of the company did not meet the ethical values of the Code of Conduct for Businesses and Organisations Associated with BWS approved by the School and the Board of Governors. The Secretary agreed to write to the parent to thank them and	NB		

		Action
	explain why the offer could not be accepted.	
4. W	ordsworth Magazine	
	Calvert was working with Curtis on the design and it was hoped to have a draft ready nis month. The magazine was likely to be around 90 pages.	
5. O	ngoing Fundraising activities - Easyfundraising	
oe don Calvert wheth	r payments are received from Easyfundraising but members agreed that more needed to e to promote this. Members agreed that the Secretary should discuss with Penny where we might get the best deal for printing business cards to issue at events and er it would make sense to add 'and advert for 'Amazon Smile' on the reverse.	NB
4 tag li	ne will be included in the footer for each page for BWSPA Agendas and Minutes.	
6. R	eview of Past Events	
	Family Quiz - Friday 8 February	
a)	Most feedback had been positive but some felt that it should have finished earlier and since there was no longer a formal break for the meal, an artificial break should be included part-way through.	NB
b)	Although the school agreed to provide a PA system, the microphones were missing. Fortunately the group was sufficiently small to enable the Quizmasters to be heard but this would need to be sorted out next year.	
c)	The format for the meal worked well but the venue is not really very pleasant and the dining hall seating is really only comfortable for short periods. Members agreed to consider moving to the new Maths block where there are proper tables and chairs as well as kitchen facilities. The Catering Team did a lovely job but would probably not want to move the catering across the site so members agreed to explore the option of having fish and chips delivered.	NB/LS
a)	Planning for Future Events	
	Fathers & Sons – 29 March 2019 (WP)	
b)	The event has been publicised but very few tickets have been sold so the Secretary will ask for the poster to be recirculated via Wisepay and Twitter;	
c)	Last year tables and chairs were set up by Committee members. Given the experience at the Quiz, the dining hall tables wouldn't be suitable so Paul Tayler agreed to liaise with Wijendra Peiris whether the boys could be asked to set this up and whether arrangements for the PA system had been agreed.	PT
d)	Tablecloths will be needed but members agreed to use paper rolls – there should be enough in the BWSPA shed.	PT
e)	Julia Forder was confirming numbers and would liaise with Wijendra Peiris and Catering about final numbers. Terry Harker normally needs the details by Tuesday of the week of the event.	JF/WP
	Rain or Shine (outdoor Shakespeare performance of 'As You Like It') – Saturday 8 June 2019	
f)	Members agreed to reduce the amount of publicity materials proposes in the quote from Rain or Shine to 20 x A3 posters and 50 flyers and the Secretary would ask Nikki Miles if her contact at Spire FM could promote this again.	NB
	BWSPA Summer Draw 2019	
g)	PT had written up notes about how to run the Summer Draw, for future reference.	
h)	The Headmaster had repeated his request that BWSPA run the Draw online and members agreed to trail this although there was some concern that the number of tickets sold would drop significantly. Hopefully, this would be offset by the reduced costs of printing tickets and increased pupil numbers.	PC
	The three main prizes for the draw would be £250 in cash, the Venture photo voucher	

		Action			
	and a hamper.				
	Open Day for New Parents/Smarties Tubes				
j)	Discussions about making this evening more of an event was deferred to the next meeting.				
k)	Although this initiative of asking new Year 7 pupils to fill a Smarties tube with change and hand-it in at the beginning at the year was generally very successful, members agreed that more advertising was needed to ensure the tubes were returned promptly.				
	Summer Balls				
l)	This year there would be two Summer Balls, where previously there had been only one, perhaps because last year had been oversubscribed.				
m)	The Secretary agreed to ask Stephanie Atwood-Swann is she would like the BWSPA to be involved, eg running the bar.	NB			
	Christmas Parking 2019				
n)	Members proposed that this be run on 16, 23 and 30 November and 7 and 14 December 2019. (The School breaks up on Friday 13 December for 3 weeks so it would not be practicable to run any later). The Secretary will confirm these dates with the School.	NB			
	Christmas Fayre 2019				
0)	SWGS is running their event on Sunday 17 November so members proposed to hold the BWS Christmas Fayre on Saturday 23 November. The Secretary will confirm these dates with the School and arrange a meeting for a sub-committee to start the organisation in the week beginning Monday 26 March.	NB			
7. Fundraising Ideas for 2019					
p)	Members decided that they were not interested in any of the activities offered by HYPO (Laser Tag Company) for the time being. SWGS currently runs discos for years 7 and 8 and the Secretary agreed to enquire whether there was a reason for not offering discos for older year groups.	NB			
q)	Members agreed to investigate running the Martial Arts event again for Mothers & Sons in the autumn.	PT/NB			
8. Da	8. Dates of Future BWSPA Socials & Meetings				
	embers AGREED to continue holding meetings at The Market Inn but agreed to change e date for the next meeting to Tuesday 14 May, rather than Thursday 16 May.	All			

Appendix: BWSPA Diary Dates 2018/19

Event	Date
1000 Club	Ongoing
Year 12 Induction Evening (Bar)	✓ Friday 7 September
BWSPA Social & Committee Meeting	✓ Thursday 13 September
Year 7 Smarties Tube Challenge	✓ Friday 14 September
Year 7 Skittles Evenings:	✓ 22September (Saturday) (J)
	✓ 28 September (Friday) (M)
	✓ 29 September (Saturday) (P)
	✓ 5 October (Friday) (O)
	✓ 6 October (Saturday) (W)
BWSPA Social & Committee Meeting	✓ Tuesday 16 October
BWSPA Social, AGM & Committee Meeting	✓ Tuesday 6 November
Mothers & Sons Event (LaserTag2You)	✓ Friday 9 November
Christmas Parking	✓ Saturdays 17, 24 November; 1, 8, 15 & 22 December
Christmas Fair	✓ Saturday 24 November
BWSPA Christmas Draw	✓ Monday 10 December 2018
BWSPA Social & Committee Meeting	✓ Thursday 17 January
Quiz Night	✓ Friday 8 February
BWSPA Social & Committee Meeting	✓ Tuesday 12 March
Fathers & Sons Evening	Friday 29 March
BWSPA Social & Committee Meeting	Tuesday 14 May Thursday 16 May
Year 7 Induction Evening (Smarties Tubes)	Thursday 6 June 2019
Rain or Shine Theatre Production As You Like It	Saturday 8 June
BWSPA Social & Committee Meeting	Thursday 27 June
BWSPA Summer Draw	Saturday 13 July 2019
End of School Year Burgers & Hotdogs	TBC – Last week of term in July