

CHICHESTER HIGH SCHOOL FOR GIRLS

PARENT TEACHER ASSOCIATION

FUND RAISING AND SOCIAL COMMITTEE

Committee meeting

19th March 2009

At the High School

Present: Fiona Oliver-Watkins, Peter Wilson, Penny Coppin, Sue Lambourne, Vanessa Lisle, Julia Witcomb, Karen Mason, Caroline Cooper

		Action
1	<p>Apologies for absence These were received from Claire Emberson, Julie Brombley and Sally Gutowski-Smith. Message of apology for absence also received from Jackie Dudley-Headland (message received on return home from meeting).</p>	
2	<p>Minutes of the last meeting The minutes of the meeting of 20th January 2009 were taken as a true record – with the amendment to the title for the XL group (item 6) and biannual should read biennial (item 6).</p>	
3	<p>Matters Arising (not covered elsewhere) There were none.</p>	
4	<p>Fundraising Ideas There has been a lack of helpers for evening functions. It was suggested that a letter go to parents, asking for help – Peter to draft as it was felt better that this come from the PTA rather than the school. Previous letter in file. Caroline to find and email to Peter. Fiona felt it better to target year 7 parents.</p>	PW CC
5	<p>Social Ideas Chi High's got Talent. Kaz, Penny, Sue and Julia to form a working party to consider the viability of this. Auditions to be held in September.</p> <p>Barn Dance. To be held in school hall. Fiona pursuing information via staff/former staff member. Penny can get straw bales but we need to consider Health and Safety issues. Sue queried whether we should provide a BBQ or ploughman's. Letter to go to year 7 parents inviting them and promoting it as a network opportunity for the whole family. Change of date – provisionally to Friday 5th June – Sue and Jane Davison to liaise on new date.</p> <p>Pub Quiz.</p>	KM,PC,SL,JW FOW SL
6	<p>Website All parents of pupils within the school are members of the PTA and, therefore, notes of all committee meetings should be available to all parents. 2 – 3 paragraph précis. Caroline to email draft to Peter for approval before submitting to Susan Mulkern for inclusion on website.</p>	CC

7	<p>Garage/minibus A minibus hire agreement has been arranged by the school. Fiona provided information sheet for the committee (appendix 1). The cc of the vehicle was queried and Fiona will find out. The committee agreed to fund £6,000 towards the first year's leasing and a 'non scheduled event contingency fund'. The school are to fund driver training where necessary. Departments will hire the minibus as needed to fund ongoing running costs. On behalf of herself, the staff and pupils, Fiona expressed sincere thanks to the committee for the funding support.</p>	FOW
8	<p>Year group parents' evenings There had been no-one available to represent the PTA at last night's parents' evening, but the year 9 one had been successful.</p>	
9	<p>Dance and Gym bites Parents had been queuing before the event to get good seats and had been unwilling to leave the queue to purchase refreshments. Allocating numbered seats at time of ticket sales was suggested as a way of preventing this.</p>	
10	<p>National Family week This is to take place in May. The local authority are organising events and it was felt that the PTA should not organise their own event.</p>	
11	<p>The 'X' factor event Chi High's got talent event – covered in item 5, above.</p>	
12	<p>Any other business Another key is needed for the PTA cupboard. Penny to arrange to have one cut. Issues with the new PTA cupboard – a light is needed and there is a lack of space – could a light be fitted and shelves in right hand corner? Fiona was asked if we could revert to the formed cupboard in the dining room. Fiona will speak to Andrea.</p>	PC FOW
13	<p>Date of next meeting Tuesday 21st April at 7.30pm in the School Library.</p> <p>In the event of committee members having difficulty obtaining access to the building for committee meetings, it was agreed that Caroline's mobile phone would be left turned on.</p> <p>Mobile phone number – for access on meeting evenings only please – 07802 722933</p>	PTA

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Minibus for CHSG

A 17 seater Ford Transit 1.4TCi (high roof) (Trend) minibus was ordered through AFS on 6 February 2009. It will be white and sign written with the school name and logo. It will include a towbar and roof rack. The minibus features include:

- ABS with electronic brake-force distribution
- electronic stability programme with hill launch assist
- three-point lap and diagonal inertia reel seat belts (height-adjustable 'generation-style' rear seat belts)
- driver's and outboard passenger's airbag
- 'Schedule 6 Pack' including first aid kit, fire extinguisher, A-pillar and sliding door passenger assist grab handle, emergency door decals, side and rear door step illumination
- Remote central locking

The minibus will be on a three year lease at a cost of:

Initial payment	£1,109.28
35 monthly payments	£369.76
Total for 3 years	£14,050.88

The estimated date for delivery of the minibus is 10 May 2009.

The insurance will be taken out through WSCC at a cost of £800 per annum. We will be charging departments to hire the minibus in the same way as they currently pay to hire minibuses, in order to recoup some of the costs.

We are currently investigating building a garage. Unfortunately the first site we considered cannot be used as there is a large sewer running through it. I have looked into various suppliers and a basic garage would cost approx £10,000. We will also obtain a quote from the company we have on site for our current building works, once we have decided on a suitable position.

19/03/09