



ASHLYNS SCHOOL ASSOCIATION

Minutes of Meeting held on 20 November 2019

Present

Julie Y, (Chair), Ellie J, Dhrooti M, Gary I, Helen C, Angela D, Clare W, Liz H, Tina W (school finance), Jo H, Alison H (Secretary).

1. Welcome and Apologies

Apologies were received from Charlotte W, Sam P, Andrea W, Sarah E, Chantelle B, Nicola A and Yumi C.

2. Minutes of meetings held on 25 September and 24 October

These minutes were approved. **Alison** would arrange for approved minutes to be published on the ASA pages of the Ashlyns website.

3. Financial Update

Ellie gave a financial update following recent ASA events (more information is under item 7):

- 83 tickets had been sold for the Halloween Disco (2018: 116 tickets sold). The profit was £270, compared with £450 in 2018. The event was not run as a money-making venture, but it was agreed to schedule it on the penultimate Friday of the first half of term, in case people were planning to go away on the last Friday. There needed to be more volunteers next year – some people signed up but did not attend. The proposed date for the 2020 Halloween party was 16 October. **Julie** would check this date with the school.
- The Quiz made £1,800 profit, compared with £2,500 in 2018. 187 people attended (2018: 253 people). The raffle and ‘heads and tails’ game together had takings of £827 – this was a great result, no doubt helped by the prizes, which included a hot air balloon flight. The proposed date for 2020 was 6 November. **Julie** would check this date with the school.
- The craft fair profit stood at £6,179 – but further sponsorship payments were awaited. The café made £1,564 profit and the Committee expressed huge thanks to Jo Harding and team for the successful running of the café. Door takings were £1,963 – both door and café takings were higher than in 2018. Sam and Dhrooti had done a fabulous job and the Committee expressed its gratitude. The proposed date for next year’s craft fair was 15 November - **Julie** would check this date with the school.

4. Funding allocations

- Two quotations had been received for uplighters for the front of school, others were awaited. **Tina** would check whether the school could reclaim VAT.
- The ASA was aware that there was a problem with the dark room - clarity was sought regarding the nature of a funding bid in this regard.

5. School update

- The school had nothing to report.
- The invoice for the chapel blinds was still awaited, as was further detail on the science department items.
- Ellie asked Tina to check how the school wanted the £1,000 allocation for library books to be arranged.

6. Updates on upcoming events

- Festival of Light (24/11) – this usually raised around £1,500. Parents had been asked for donations of chocolate and bottles of drink (alcoholic or non-alcoholic) to school by 22 November. The alcohol had to be handed in by an adult, but Julie would also put her home address on the ASA facebook page and people could drop items directly to her. The volunteer slots were full, but donations were low. Julie was checking with the Festival of Light organisers regarding a request for an Ashlyns student to busk at the event to raise money for his World Challenge expedition.
- Santa's sleigh (3/12) would need eight volunteers to collect money door to door – six had so far signed up. Every charity participating had been limited to one night's collection, but the funds would be divided equally between all participants.
- Carol concert (15/12). There were sufficient volunteers for the chapel decorating on 14/12, but others were welcome. The ASA would need donations of mince pies. Jo offered to research mulled wine making/provision (it was noted there were some bottles of mulled wine in stock).

7. Feedback on previous events

- It was agreed that the Halloween party needed two organisers in future, instead of just one. If the school was buying or making props for the *Addams Family* production, it was asked to bear in mind their potential future use at the Halloween party.
- Feedback from the Quiz was excellent. The lower number of attendees meant that it was more comfortable. The questions were a good mix of subjects and pitched at the right level. An email confirmation in place of a ticket had worked well. It was agreed that the price of tickets could be increased to £8.50 a head, with tables of ten people costing £80. A maximum of 23 tables would be available.
- The café at the Craft fair had been very successful – it was clear what sold well. The serving area was not ideal however and Jo had some ideas about how to better manage the queue. It was suggested that café pre-order forms could be made available to stallholders on arrival. The creative classroom had also been very successful and **Dhrooti** would ask the providers for their feedback. Gifts had been arranged for Jo and Sam.
- It was not clear who would run the event in future years, but it was agreed that tasks could be split up, so as to make it less onerous. Dhrooti and Sam would carry out an inventory of tables and produce a set table/pitch plan for future years, recognising that not everyone needed a table. They were working on a timeline and detailed guidance for the next people to organise this event. Sam was considering how to get more information upfront from stallholders. Overall, the craft fair was less congested than in previous years and better for accessibility. Attendees had commented that the event was the best it had ever been.

It should be noted that school policy does not allow Ashlyns staff who support these events to accept money or gift cards/vouchers as tokens of appreciation.

8. Membership update/Meeting dates for 2020

- The ASA needed more event organisers – getting people to sign up for slots at events was not difficult, but few were coming forward to get more involved. All Ashlyns parents and staff were automatically members. It was agreed that the January meeting would be held at a local pub and people would be encouraged to come along and find out about the ASA. (Meeting dates for 2020

can be found below.) Days of the week for holding ASA meetings would be varied and some meetings would be held in the pub instead of at school.

9. ASA 100 Club

The draw took place. The winners were:

1st Prize – Jo Harding, 2nd Prize – Ruth Booth, 3rd Prize – Nic Shukla.

10. AOB

- The ASA had been asked by the English department to fund a Handlebards production of Macbeth (£950+VAT) scheduled for 10 July. **Julie** would make some enquiries of the school in terms of which year groups would benefit and how this linked to the curriculum.

Dates of future meetings:

- Wednesday 18 December 2019 - 7.30 pm - School
- Thursday 23 January 2020 - 7.30 pm – Pub
- Wednesday 26 February 2020 – 7.30pm – School
- Tuesday 17 March 2020 – 7.30pm – Pub
- Wednesday 20 May 2020 – 7.30pm - School