

ASHDOWN BRONTE ASSOCIATION

COMMITTEE MEETING - TUESDAY 15 SEPTEMBER 2009, 7.45PM

Present: Lise Laycock, Claire Hanafin, Lisa Shaw, Caren Bakes, Wendy Cope, Suzie Tarleton, Mandy Bowling, Angela Hammond, Rachel Butler, Gary Butler, Simon Dunn, Mr Peacock, Diane Cochrane.

Apologies: Julia Z, Mair Ainsworth, Louise Lancaster

Last meeting: The minutes from the last meeting were recorded as true and accurate.

ABA Constitution: Constitution details distributed and discussed. It was agreed that the Election of Officers at the last AGM did not follow the rules of the Constitution. Mr Dunn suggested that current officers remain as they are until the end of the school year but it was then decided that a vote should be taken as to whether re-election of officers should occur. The vote was 5 for both. It was decided that a re-election should occur. Date of 19 October at 7.15 am was agreed upon for re-election and amendments to be made to the Constitution. A vote was taken on whether the constitution should be changed so that every parent and teacher at school is a member of the ABA - all were in favour. A discussion took place as to whether ABA officers should have attended regular meetings over the previous year. Lise Laycock to send out a letter to all parents with details of the 'EGM'.

ABA Committee Members photos to be displayed with contact numbers on the notice boards.

Charity Walk: Refreshments to be served, ie tea, coffee, biscuits, juice and crisps. Lise Laycock, Claire Hanafin, Mandy Bowling, Sandra du Plessis and Suzie Tarleton to help in the kitchen.

Children's Charity: Mr Dunn suggested the children should be given some suggestions of which charity to choose and that it should be a local charity and one that the children could relate to more. Mandy Bowling advised that Barclays Bank operate a 'match for cash' scheme whereby they will match all monies we raise.

Current Funds :£5789.70. - £247 to be added. Discussions took place on how we could be more cost effective over the next year. Mr Dunn agreed that funding for instruments should no longer be provided by the ABA and that the school will absorb this cost - cost of approx £1k. Claire Hanafin and Mandy Bowling advised that they had already had a meeting together to discuss cash flow and forecasting and also had come up with some ideas on how to save costs at various events. The opportunity didn't arise to discuss these ideas. Lise Laycock in conjunction with Claire and Mandy to send a list of all stalls/ events with costs / profits to all committee members for suggestions on how to maximise profits.

A note should be provided to all parents requesting any help or input on how we can purchase things cheaper / parents businesses becoming preferred suppliers.

Key Projects: Lise Laycock advised that approx £2 to £3k should be retained in the account to cover all expenditure for forthcoming events. This year's project is raising funds for the new Adventure Playground - brief details of which Mr Dunn provided. It was agreed that full details will be provided at the next meeting.

New Parents Evening: Lise Laycock, Louise Lancaster, Wendy Cope, Suzie Tarleton, Anjela Hammond, Caron Bakes and Mandy Bowling to attend.

KS1 & 2 Discos: DJ's already booked. KS1 - Lise Laycock, Wendy Cope, Suzie Tarleton, Claire Hanafin, Mandy Bowling, Caren Bakes, Diane Cochrane and Angela Hammond will

help out on the night.

KS2 - Gary Butler, Rachel Butler, Lise Laycock, Wendy Cope, Suzie Tarleton and Claire Hanafin will help on the night..

Lise Laycock to stock check cupboards on Friday and take a decision on what needs purchasing, Wendy Cope to research the cost of helium.

Christmas Fundraiser: Xmas cards. Louise Lancaster to supply details of 'Design of Xmas Cards' and provide the info to Mr Dunn asap.

Christmas Fayre: 5th December. Up to date list of contacts to be provided. Lise Laycock to then email full details of stalls and relevant costs to all members for suggestions of how costs can be reduced.

Secret Shop: Gifts to be charged at £3.50. Mr Dunn suggested that we ask parents if there is anyone who would like to be a preferred supplier for all events, with free marketing from the ABA. Decision to be made at next meeting on gifts.

AOB: Gary Butler made a general comment about other members being given the opportunity to organise events. It was agreed that Gary Butler, Angela Hammond and Diane Cochrane would arrange the Race Night on 29 January 2010.

Angela Hammond asked if someone would take responsibility for the notice boards. Suzie Tarleton has already agreed to update the notice boards and provide a weekly bulletin for the school weekly letter. Mr Dunn has offered the use of the schools' digital camera. Lise Laycock advised that a complete overhaul of the web site, which is currently managed by Jackie King who will continue to update it. Lise Laycock to provide a 'flow of information' chart to all members.

Next Meeting: Monday 19 October at 7.45pm.