

Minutes from SAF Meeting 15/08/2016

Present:

Davina Benton

Helen Brownell

Nic Hope

Update on events

Grant Funding Sub-Committee meeting

We have received a cheque from the John James Foundation for £5000 towards books and school trips. This has various implications:

1. Helen no longer feels able to continue in her role as treasurer of SAF, but is still keen to be involved. She would be happy to do day to day petty cash management and would like to organise events.
2. We will need to become registered as a charity by the end of the academic year
3. We need to open our bank account asap.

In order to facilitate this more easily it was agreed that we would reinstate our membership of PTA.org.uk as they have lots of very helpful information for this as well as lots of helpful ideas.

In order to find a treasurer we will try the following:

1. contact Louise Davey to see if she would be willing - NH
2. put an advert in the school newsletter - DB to write and NH to implement
3. see if there is something that can be done through the St George Neighbourhood Partnership and Cabot Learning Federation - NH

Nic is going to head-up becoming registered as a charity and will open the bank account with her and Davina as signatories.

Nis is going to email the Fundraising sub-committee to find one person who will take responsibility for the management and fulfilment of the grant criteria for the sum given (collection of receipts and negotiating with the school).

Future Events

Proposals of the following will be handed to Mr Munro for approval:

Xmas Disco - 13/12/16

Xmas Fayre - 09/12/16

Hot Dogs & Hot chocolate - 21/10/16

HB is to talk to her contact re price of letters to local businesses for the Xmas Fayre. DB is to do the same with Laura Wickham.

Date of the Next Meeting

27/09/2016