

FRIENDS OF BOSWELLS MEETING MINUTES

WEDNESDAY 10 OCTOBER 2018 – 7:30PM RESTAURANT

PRESENT:

Richard Carson, Melanie Cullen, Miranda Drew, Cheryl Noble, Claire Rose, Claire Rooney, Teresa Ritchie, Lianne Spamer

1. Apologies for absence

Sarah Dwyer, Charlotte Tew, Sam White

2. Adoption of minutes of the last meeting – 10 October 2018

No amendments were made; minutes have been agreed as accurate and duly adopted.

3. Student Forum

Miss Grover and three pupils attended from the forum (two prefects in Year 10 and one in Sixth Form) to present their ideas on how FOBs money could be used. As there is a focus on environmental issues, they would like to make Boswells an eco-friendly school. The two main ideas are below:

Recycling Bins

Currently all of the rubbish goes into one skip and nothing is recycled. They asked for three recycling bins, which have different sections to separate the rubbish. The students could be shown, by the way of posters around the school, the correct items to go in each section. The idea is to have one in the courtyard, corridor and 6th form room. The premises team would contact the council for advice and deal with how to recycle the waste.

Three bins = £568.20

Water Fountains

The existing fountains are not approved in new builds but are still allowed in schools who already have them. They are old, look unhygienic and most pupils avoid using them. The fountains the students researched have large plastic containers filled with water, which need to keep being replaced. If the students filled up their re-useable bottles, this would stop the need for them to buy plastic bottles of water from the café. More fountains are needed as last year was a struggle during the hot summer.

One water fountain with plastic container = £86.40

RC thanked Student Forum for their time and ideas, both requests will be looked into further.

After a discussion it was decided that for the size of the school more than 3 bins would be needed, or the bins would need to be larger to make the recycling really work.

The water fountains need to be plumbed into the wall rather than plastic containers that constantly need replacing. The school have a team of plumbers who would be able to deal with the installation. CNE will find out from other schools which fountains they use. CNE will also speak to the premises team about the logistics. RC noted that both requests do not cost much money and we have enough to take the ideas further. CNE found a Crystal Mountain from Water Coolers Direct for £239.

4. School Lottery

- CNE has sent another reminder on ParentMail
- MC gave an update: currently 126 tickets and 85 supporters
- Some are showing as registered but haven't bought any tickets – MC spoke to the organisers who said a reminder is emailed each half-term that they haven't yet purchased a ticket to enter the draw.
- RC suggested next time CNE sends out a reminder she could add in 'any parent who has registered please remember to buy a ticket'.
- TR suggested giving a prize for the 150th person to purchase a ticket, CNE thought this should wait until after the Christmas Raffle.

5. Christmas Raffle

- CNE hasn't received the tickets yet, MD will check as she had been told they had been delivered.
- Lottery prizes – MC has the letter for the shops and will send to MD to edit then send to the group.
- RC – if you get any prizes please put on the group chat.
- RC suggested to CNE that when the tickets are given out to staff that they are asked if they would like to buy ONE ticket rather than having to buy a whole book, this seemed to be more effective.
- CNE is working with the Head of Faculties and will buy the Faculty which raises the most ticket money a bottle of wine.
- RC – tickets also need to go to the governors with a note saying that we would be very grateful for their support.
- Once tickets have been sent home, TR will be collecting the tickets and money every other day (after the first week of them going home). CNE will make reception aware of this.
- A letter will be sent to parents with the tickets asking if they would like to donate a prize.
- The class that sells the most tickets will win a tub of chocolates – SD can ask on the year Facebook pages for chocolate donations as this worked well last year. Six tubs will be needed.
- Raffle tickets will be sold at the shows
- Thank you to MD's company for printing the tickets and having them enveloped.

Date – 14 December, 08:50am in the Theatre

Two people are needed to give out prizes – MC and MD.

TR suggested they arrive a bit earlier as things need to be sorted out beforehand.

6. Movie Night

MD gave an update on information for the screening planned on 08 June 2019

16ft screen - £995 (300 people)

20ft screen - tba

Start time of movie - 9:15pm (*this is now being discussed and the date could need to be changed*)

- The company suggested karaoke could be on for 2 hours beforehand or a performance of dance by the school along.
- Three refreshment vans will be needed but keep the soft/hot drinks in-house to make more money.
- CNE to advise if the school has a licence for commercial shows to be screened, RC said they have an entertainments licence which might suffice.
- CNE will confirm that tickets can be sold through Positickets.co.uk
- MD will find out about St Johns Ambulance attending the event.
- The company suggested Mamma Mia 2 (cert 12).

7. Finance

In SD's absence RC confirmed we now have £6,111 in the bank.

8. Catering requirements

Wednesday 21st- 6pm for 6.30pm	Sam, Clare Rooney, Lianne
Thursday 22nd - 6pm for 6.30pm	Sam, Lianne, Charlotte
Friday 23rd - 6pm for 6.30pm	Mel and Cheryl Noble
Sat 24th - 1pm for 1.30pm	Clare Rooney, Lianne, Miranda
Sat 24th - 6pm for 6.30pm	Clare, Clare, Miranda

January Y12 and Y13 - confirmed not required to sell refreshments

- Need to bring milk and a tea-towel
- Only selling chocolate/sweets of some description at non-performing arts events

School Uniform Sales - CNE has asked parents for donations of old uniform and already have a stock to sell alongside refreshments and a donation will be asked for the items.

9. Bingo Night

A discussion was had around a Bingo Night. RC said fitting in a date could be a problem as we have the Raffle in December, quiz night in March and the movie night in June. MD said there are DVD's you can buy which run the evening for you without much organisation. This will be discussed at a later meeting.

10. Date of next meeting

Wednesday, 23rd January 7:30pm - restaurant

Actions

CNE	Student Forum ideas – speak to Premises (bins) and other schools (water fountains) School Lottery – next ParentMail to add in a reminder that if you have registered you also need to buy a ticket to have a chance of winning Movie Night – confirm tickets can be sold through Positickets.co.uk
MC	Send Giving Machine details to CNE for ParentMail reminder Raffle - Send MD the donation letter request for shops
MD	Raffle - Send the final version of the prize donation letter to the group Movie Night - Look into St John's Ambulance attending
SD	Raffle – ask for donations of chocolate tubs for each year on their Facebook pages (6 in total as only 1 per year group)