

Minutes of the CGSPA meeting held on

Wednesday 12th October 2022 19.00 - 20.00

1. Welcome, Present and Apologies:

Present:

Claire-Louise Hutchinson (Chair, CLH)
SallyAnn Freudenberg (Vice-Chair, SAF)
Amber Peters (Secretary, AP)
Nell Robertson (Vice Secretary, NR)
Sara Glazebrook (Retiring Chair, SG)
Kathryn Elcoate (Treasurer, KE)
Sarah Farmar (Vice Treasurer, SF)
Tim Harris (Head, TH)
Andrew Gould (Link Trustee, AG)
Frankie Phillips (Retiring Secretary, FP)
Caroline Pearce (Book club, CP)
Sarah Hawkins (School uniform, SH)
Gayanath (Nana) & Samantha Nanayakkara (NN)
Louise White
Louise Huntley (PA Newsletter Communications Lead, LH)
Gayanath Nanayakkara
Abigail Anthony Edwards
Karen Shaw (KS)
Jenny Wood (JW)
Michelle Kelsall

Apologies:

Liz Robinson (BCAS lead, LR)
Kirtsy Da Silva
Caroline Thomas
C Bundy

2. Minutes of last meeting and matters arising

None

The chair thanked everyone for attending the meeting and is looking forward creating fun and enjoyable events for the whole school, to raise money for each and every pupil.

If you as a parent are thinking of offering help please do so, you can give a small amount of time, bake a cake or go big and help to organise an event, any amount of help is very welcomed by the chair and vice-chair, you will not be alone, you will have the backing of the main committee members along the way.

3. 2022/23 Events and Fundraising

- **Music Festive**, this event is being held at school on Thursday 10th Nov for the Year 7 parents and children, NR, MR, SP, CLH will help to serve teas / coffee. It is suggested that there is a meet and mingle for new parents to meet beforehand. TH to confirm which room will be available. A suggested time of 4.30pm also TBC by TH.
- **Festive Evening** Tuesday 29th November – A light super will be provided. The hire cost of the Venue (The Gateway, Seaton) is £182.00, it was agreed the hire costs can be paid. Cost of tickets will be decided later, once cost of the super is confirmed. (In 2019 they were £8 for adult & £5 for children, this will be increased due to inflation.)
- The **Winter draw** will be drawn on during the Festive Evening. A budget has been agreed £500 and FP will go ahead and purchase the items.
- **Alcohol Licence** - JW asked if we should investigate getting an alcohol licence? – it was suggested that a licence could be purchased for 'specific events', if required. The committee discussed if it would bring in more money? A licence would cost approximately £21.00. At the summer event 2021 a parent bought a licensed micro van – however no profit was made, so It was suggested that they return but are asked to give a % of the profit made, if the PA decide not to obtain a licence for events.
- Last year CGS held a summer fate for years 13, 14 & 15, they are proposing to do this again for year 13 this academic year 2022- 2023. The date will be Friday 30th June. TH is proposing the following day the PA hold in conjunction with the school a Black-Tie Event. This will be discussed at the next PA Meeting.

AG commented on the fact that this year is the 40th Anniversary of the CGS PA this year. Which could be linked to the Black-Tie event.

- Louise Huntley to be the school communications lead. LH is happy to do a weekly newsletter. She asked for parents to message her with information to be sent out by Wednesday each week. Caroline Caris to set up an e-mail for info to be sent. CLH to get the ball rolling on this.

- TH said that there was in previous years a new parents tea and coffee afternoon, this year they decided to do the year 7 learn to learn evening, which was welcomed and appreciated by the parents.
- Caroline Pearce to remain in post as the Book Club Coordinator.
- Frankie is happy to do the winter and summer draw this academic year.
- **Summer Fate** - Book stalls, second hand uniform, cake stall etc – the current leads are happy to organise these. DATE - 18th July
- **Garden, food festival** – plants, cakes, olives, crafts, outside caterers, nurseries to book a pitch and sell their plants, PA also has a plant stall. DATE – TBC by TH due to exams. An event co-ordinator is needed to be appointed and volunteers are also required to help the event run smoothly.
- Liz Robinson to stay as interim chair for the Arts Festival.
- CLH has asked all parents for new ideas to be put forward.
- **Quiz night** – this has been popular in the past and parents have welcomed the idea of doing it again.
- A bangers and mash night has been suggested as an idea to get parents together, raise some money and have fun.
- **Shu Lanka night** - G Nana suggested that a food and music evening be organised. To be held either at school or a venue in Exeter. DATE TBC, Hopefully in January 2023 - TH to confirm. Music and volunteers to give donations GN is happy to organise this event
- **Jenny Wood** - 500 Club coordinator – only 189 tickets were sold. It was asked if she can extend the deadline – it was decided that yes, this was a good idea. LH to send a reminder in the newsletter. Parent pay to be re-opened – JW to talk to school.
- The What's App group in year 7,8 & 9 was discussed and seemed to be going well.
- **Goose fair**, Michelle Kelsall ran this event - 4 children and 3 mums were running over £240 was raised. It was asked if the children could be mentioned and thanked in the PA newsletter.

4. Headteacher's Report

TH sends a letter out each Friday. Results from exams were very impressive last year. There are no longer league tables published, it will be a slimmed down version. Students within 3 marks of their top grade were sent back for remarking and the school hope to see a change in that. The results were very pleasing for the school as a whole. Many students went on to universities of their choice.

Building work – The Astro is well underway. Due to complications and weather, it has been held up, but the school hope to have it completed by the end of half term.

A fully integrated fire alarm system will be completed soon.

TH expressed a wish that the school communication to parents as to how the school is government funded and the general budget as a whole to give the parents a better understanding.

School would like to provide outdoor seating and artwork but may have to be on hold due to budgets. However there has been a lot of positive work going on in school in the current economic climate.

TH is very grateful to the PA and the fundraising achieved and thanked all members involved throughout the years.

5. Andrew Gould – link Trustee for the PA

AG Thanked the PA for the massive efforts put in. AG is an ex-pupil of the school and has been through tough times in the school, throughout his years as both being a student and being a trustee, he is very confident good times are ahead and expresses his thanks. AG offered the help of the trustees to the PA at events.

6. Any Other Business

There is a vacancy for a **PA Admin Lead** for the social media and website – If you are in the world of the social media and able navigate website, please come forward and offer help to CLH (Claire-Louise, Chair) - this is such an important role, and we really appreciate any help given.

Having a team of parents to help at events is invaluable. Please come forward and offer your time no matter how little.

It was asked if the PA could have a contact within school to communicate with directly – CLH to investigate.

It has been asked if the meetings can be held earlier at 6pm and also have a link for parents to zoom in.

7. Dates of next AGM

11th October 2023 6pm

8. Date of next Meeting

Monday 6pm 14th November - Venue TBC

The Chair & Vice Chair thanked everyone for attending.