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## Minutes – 21<sup>st</sup> May 2019

**Attendees:** Richard Lerigo (Chair), Karen Hill (Treasurer), Jane Bullard (Joint Secretary), Anna Murray, Hannah Miles

**Apologies:** Mark Oakshott (Headmaster), Bella Malia (Teacher Representative), Anna Prior, Kate Palmer, Katie Antrobus, Rebecca Campion, Julie Smales, Janet Merrill

<b>1.</b>	<b>Previous Minutes agreed</b>	
<b>2.</b>	<b>Treasurer's Report</b>	
	<b>Income</b>	<b>£17:66</b>
	Every Click	£17:66
	<b>Expenditure</b>	
	Yr1 Match funding	£781:60
	Star Ovens (BBQ)	£60:00
	Smarties	£36:00
	<b>Commitments</b>	
	Special Project	£300.00
	Yr 1 Match Funding	£514.40
	Minibus Purchase (Yr1)	£5,000.00
	Art Week	£200.00
	Eden Coaches	£800.00
	Noticeboards	£645.00
	Drama Coaches	£400.00
	Yr3 Resilience Week	£342.40
	Yr 5/6 Team enterprise loan	1200:00
	<b>Available to spend</b>	<b>£2,201.76</b>
<b>3.</b>	<b>Fund Requests</b>	
	It was agreed due to needing funds to cover outlay for the Summer Fair that the first payment for the minibus will be transferred after the summer fair.	
	Possible need for funding for the Foundation garden – funds could be made available if needed. AM to investigate further.	AM
	Pirates day Year 1 - £260 - approved	
<b>4.</b>	<b>Summer Fair</b>	
	1) BBQs to be cleaned	JB
	2) Recycling bins – possible to source through waste company already used by school	RL
	3) All activities confirmed	
	4) Stall holders being managed by Sam Lerigo	
	5) Card reader for bar – to be bought by school	KH

	<p>6) Publicity to be designed and distributed by first week of June</p> <p>7) Banner to be put up first week of June</p> <p>8) Volunteer requests to go out via Doodle poll to parents and via Bella to teachers.</p> <p>9) Specific requests – Event co-ordinator during day – Bianca Parker, Tombola sorting – Emma Sheather</p> <p>10) Buying of supplies  Alcohol – Morrisons contact needed  Meat and rolls via Compton kitchen  Bookers supplies including ice and paper cups to be ordered and delivered on day to school</p> <p>11) Alcohol licence needed</p> <p>12) Jugs for Pimms to be sourced (Mint RL)</p> <p>13) Stocks – check with Karl Skingle</p> <p>14) Face painting supplies to be bought</p> <p>15) Tombola mufti – Friday 21<sup>st</sup> June</p> <p>16) Cakes plates distribution Friday 21<sup>st</sup> June</p> <p>17) Sand art activity – Janet McDonald to be asked to do stall</p>	<p>AM/ HM</p> <p>RL JB</p> <p>JB</p> <p>KH RL KH</p> <p>JB JB RL KH JB HM JB</p>
<b>6.</b>	<b>Other events</b>	
	Annual General Meeting – 12 <sup>th</sup> July 2019, to incorporate a welcome event for parents. Possibly use Rising Sun and order food via Hyde Park. Personal cards to invite all volunteers to be prepared.	JB
<b>9.</b>	<b>Any other business</b>	
	Ice cream cart is proving difficult to use due to storage issues. Wait until after summer fair and reassess whether to keep. Disco night Tuesday 2 <sup>nd</sup> July – Letter and Doodle poll needed to be sorted out prior to summer fair.	RL JB
<b>10.</b>	<b>Date of next meeting – Rising Sun – All 7:45pm</b>	
	Tuesday 25 <sup>th</sup> June Friday 12 <sup>th</sup> July AGM and social	All