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Compton School Association Minutes, Tuesday 26th November 2019

Attendees: Carl Skingle (Co-Chair), Richard Lerigo (Co-Chair), Bella Malia (Teacher Representative), Anna Murray (Co-Secretary), Anna Prior (Co-Secretary), Rebecca Campion. Able to attend after the Governor's meeting: Mark Oakshott (Head Teacher), Juliet Morgan, Robin Loveridge.

Apologies: Karen Hill (Treasurer), Veneta Hooper, Andrew Whitehouse, Katie Antrobus.

1.	Previous meeting minutes circulated and approved as being accurate.	All
2.	Treasurer's report	
	<ul style="list-style-type: none">£6,087.55 in the bank£500 commitments£5,587.55 available to spend	KH
3.	Fund Requests	
	<ul style="list-style-type: none">Playground equipment – KS2. Johnson Wenner requested a range of equipment for use on the playground during break and lunchtimes, budget between £600-£1,000. Agreed in principle, subject to a more detailed cost breakdown and potential purchasing of equipment for KS1 at the same time. Bella Malia to feed back.	BM
4.	Event feedback	
	<ul style="list-style-type: none">Thoroughly enjoyable evening and well attended. Was not a high earning event. Learnings: better raffle required to boost income, no need for the cheese boards (expensive and there were leftovers).Christmas jumper sale went well, families enjoyed it and the stall made a good income. Will repeat next year. Remaining jumpers to potentially be sold at the Christmas Fair.	All
5.	Planning / Dates for the diary	
	<ul style="list-style-type: none">Disco: Friday 29th November<ul style="list-style-type: none">Anna Prior had issued DoodlePoll for volunteers and to ask Jane Vatcher to send emails out to DBS checked volunteers.Carl Skingle to sort change for the float.Richard Lerigo to contact Donna re buying.Candy floss stall to run in the kitchen – using stock of paper bags to pre-make orders.Teacher representatives: Lisa Follett, KS1. Giles Philips, KS2.Chairs to co-ordinate risk assessment, (Richard), volunteer roles, class lists.Christmas Fair: Saturday 7th December<ul style="list-style-type: none">Lizzie Soper coordinating the raffle. Anna Prior to ask Lizzie to oversee the raffle draw at the Fair.Plates to be sent home in book bags. Cake donations to be brought in on the same day as tombola mufti.	AP CS RL RL/CS AP AP/AM

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	<ul style="list-style-type: none"> ○ Poster needed – Veneta Hooper to kindly support. ○ Appeal for volunteers to go out. Current volunteers: Robin Loveridge (bar), Juliet Morgan (tombola to start, potentially move to secrets room), Katie Antrobus (grotto), Mark Oakshott (candyfloss), Bella Malia (raffle), Anna Murray (secrets room and set up), Jenna Tolcher (face painting – Bella Malia to ask if she can help), Janet MacDonald (sand art – Richard Lerigo to ask if she can help). ○ Consider requesting alumni and Year 6 help. Richard Lerigo to ask Giles Philips. ○ Sam Lerigo handling stall holder communications. ○ Bella Malia to check music and which clubs will perform. ○ Bella Malia to request use of all KS2 classrooms this year – for set up as soon as possible after school on Friday 6th, however because the school will have clubs on, only DBS cleared parents can help set up. ○ Carl Skingle to get the keys for locking up / access. ○ Richard Lerigo to buy stock on Friday for food/drinks. Price lists then required when exact stock is known. ○ Is a photographer required for the grotto? Anna Prior to approach the parent that helped previously. Alternatively, parents could take pictures on their phones. ○ Chairs to co-ordinate risk assessment. <ul style="list-style-type: none"> ● Special event: Thursday 19th December... more information to follow! Parents/carers to be asked to stay with children after pick-up for a special visit and arrival of a BIG Christmas present at 3:30pm. Bella Malia to organise use of the school PA system. ● School Association members – Christmas drinks. Tuesday 17th December, 7:30pm, Hyde Park pub. ● Summer Fair: Friday 26th June 2020 	<p>VH AP</p> <p>BM RL</p> <p>RL</p> <p>SL BM BM</p> <p>CS RL</p> <p>AP</p> <p>RL/CS</p> <p>BM</p>
6.	Next meeting	
	<ul style="list-style-type: none"> ● Tuesday 4th February 2020, venue tbc. 	
7.	AOB	
	<p>Robin Loveridge has been investigating events/alcohol licenses. Robin forwarded information about a Community Licence. Trustees to review after Christmas and determine whether the SA fits the criteria.</p> <p>Small lotteries license for the raffle and TENS notice for the Christmas Fair have been applied for (both have since been granted).</p> <p>Investigate whether additional insurance is needed to carry money offsite after events.</p>	<p>RL/CS</p> <p>RL</p> <p>KH</p>