



**MINUTES OF BISHOP WORDSWORTH'S SCHOOL PARENTS ASSOCIATION (BWSPA)  
COMMITTEE MEETING HELD ON  
Thursday 17 September 2020**

**Present:** Rob Jones (Acting Chair), Julia Forder (Treasurer), Nicolette Beardsmore (Secretary), Kate Doyle (Assistant Secretary), Tarun Khurana (Assistant Treasurer), Iain Oxley (1000 Club Co-ordinator), Susie Andrews, Lucy Schofield and Paul Tayler.

**Apologies:** None

*Action column lists members by their initials*

	<b>Action</b>
<p><b>1. Welcome</b> The Chair welcomed everyone</p>	
<p><b>2. Notes of the Previous Meeting</b> The notes of the previous Zoom meeting will be considered at the next meeting.</p>	NB
<p><b>3. Treasurer's Update</b></p> <ul style="list-style-type: none"> <li>a) Total funds were around £8,370. £390 were paid for annual audit expenses.</li> <li>b) Amazon Smile has generated around £39 in the last quarter.</li> <li>c) The Summer Draw was not held. After some discussion it was agreed that a Christmas Draw should go ahead with both online tickets and hard copy tickets to be sold at the Christmas Fayre. However, the previous online Draw provider had not been as helpful as hoped, so the Treasurer agreed to investigate an alternative provider</li> <li>d) Agreed to donate £40 for prizes at Prize Giving.</li> </ul>	JF
<p><b>4. Review of Past Events/Activities</b></p> <ul style="list-style-type: none"> <li>a) The following events were all cancelled as a result of Covid-19 and the School closure: Rain or Shine, Online Summer Draw and the Year 12 Parents' Evening</li> <li>b) Prize Giving – BWSPA is invited to contribute to subject prizes annually and for 2019 the BWSPA was invited and agreed to fund four subject prizes for Economics, English Literature, Mathematics and Spanish. However it was suggested that this seemed rather ad hoc and members were invited to comment on whether the BWSPA should continue to fund prizes and, if so, whether the prizes funded should be fixed annually or matched to BWSPA aims. (This discussion was deferred to the next meeting)</li> </ul>	
<p><b>5. Ongoing Fundraising activities</b></p> <ul style="list-style-type: none"> <li>c) Members were asked to consider ways in which awareness and use of Amazon Smile, Easyfundraising and The Giving Machine could be increased. Rob Jones to look in to marketing material, screen shots of how to join the schemes and for this to be emailed to Nikki Miles to circulate via Insight.</li> <li>d) 2<sup>nd</sup> hand uniform sales were held throughout the summer.</li> <li>e) 1000 Club Iain Oxley confirmed that he and Wijendra had tried to arrange a handover but although the bank has amended part of the account details, they have failed to fully transfer the authorisation so the Acting Chair and Iain Oxley will liaise with Wijendra Peiris to chase the bank to finalise the changes to the account. Once this is done and Iain has a full list of</li> </ul>	RJ, All  IO, RJ, WP NB

	Action
<p>the subscribers and draws held to date, he will be able to resume the monthly draws. The Secretary agreed to track down details of the last draws that were posted on the noticeboard at the School.</p>	
<p><b>6. Planning for Future Events</b></p> <p><i>a) Skittles Evenings</i></p> <p>These have had to be cancelled. It was not possible to enable social distancing at the West Tytherley pub, although the publican had agreed to host the events. Rob Jones has found a company to hire the skittle alley for £100 which could be set up in the School Sports Hall, with catering provided by the School Catering Team. Sadly, the Head Master has decided that it would not be appropriate for social events to be hosted at the School this autumn but he has agreed to meet with Rob Jones next week to discuss how best BWSPA could support the School.</p> <p><i>b) 2<sup>nd</sup> hand Uniform Sale</i></p> <p>The Secretary will be scheduling further sales, one each half term for the year shortly.</p> <p><i>c) Rain or Shine theatre production 2020</i></p> <p>The play for 2020, 'She Stoops to Conquer', has now been rescheduled for Saturday 26 June 2021.</p> <p><i>d) Christmas Fayre 2020</i></p> <p>The School has agreed that the Christmas Fayre may go ahead in the Sports Hall. 40% of last year's stallholders have already confirmed that they will be attending. The Secretary will be making a further push for stallholders now that the School has agreed that the event may go ahead.</p> <p>One key concern is how we manage the sale of fresh food but assuming no further lockdown restrictions are imposed, it should be possible to run the sale as before.</p>	<p>RJ</p> <p>NB</p> <p>NB</p>
<p><b>7. Proposed Dates of Future BWSPA Zoom Meetings and AGM</b></p> <p>Tuesday 13 October 2020  Thursday 5 November 2020 - AGM  Tuesday 12 January 2021  Thursday 11 March 2021  Tuesday 11 May 2021  Thursday 24 June 2021</p> <p><i>The Zoom meeting ended before a full discussion was held of future dates so this will be discussed at the next meeting</i></p>	<p>All</p>

If you have any comments or queries about the above minutes or the activities of the BWSPA please email the Secretary via [BWSPA@bws.wilts.sch.uk](mailto:BWSPA@bws.wilts.sch.uk)