

**Minutes of the BWSPA meeting held o
13th Nov 2024 in the Smallwood Study Room, BWS**

Present: Tom James (chair), Bea Longthorp (secretary), Kenecki Nduka-Richard (Assistant Secretary), Dr Smallwood (Headmaster), Katharine James, Emma Headington, Hannah Richards, Kate Doyle, Karen Adams, Maureen Swan, Micha Yeritspokhov, Onur Gunce

Welcome and Apologies

Apologies received from Richard Forrester, Kirsten Webber (events manager), Sarah Robertson (treasurer), Emma Jones

School Update and Funding Requests (SDS).

SDS return – from 1/1/2025 to 31/8/2025, to give the governors time to appoint a successor and also bring stability and security to the school community (hopefully!). SDS will be contracted for at least 3 days/week to allow time for all of his pre-existing commitments both domestically and through inspection.

Year 13 mocks – sat during first week back in January; went through fairly smoothly, analysis and feedback flowing through now.

UCAS – lots of offers received including 8 at Oxford (Cambridge yet to come). Plenty of high calibre offers across the board as usual, some interviews etc still to come later this term.

Year 12 applications for Sept 2025 – well over 400 registered on the online portal, 340 completed applications including 102 from BWS boys and 169 from girls. Deadline for applications is 3/2/2025, grade requirement remains at 52 points from best 8 GCSEs (ie 6.5 per subject). Target will be around 200 places filled in due course.

Otherwise term has started well and with a feeling of some momentum.

SDS declined to make any formal requests which would tie an incoming Headmaster's plans however he will make it known to the staff to make any smaller funding requests known to the committee.

Mr Demain Griffiths has requests we fund to have a football shirt from Vaughn Covil framed so it hangs in the sport's hall reception. This will cost around £200-£300 and was agreed by the committee. BL will confirm request.

Minutes of the Previous Meeting held on Sept 11th & Matters Arising

Accepted.

Forthcoming Events/Activities

- Rain or Shine Theatre company is booked for 4/7/25. Tom has asked that someone takes the lead on this as he will be busy at the time. Overall it was decided that as we get closer to the event people will take the lead on different elements of the event (liaising with the school, promotion, catering etc.)
- Chocolate Bingo night – date TBC – BL will book with the school. Still unable to confirm from the charity prefect whether we can use the school's 'own clothes day' in return for chocolate donations, BL to chase.
- Pitch side teas. BL, RF and HR looked into the possibility of serving teas at the school home games but sadly nothing is now booked to play at home at the weekend until Sept 2025. HR will check with Mr D-G.

- **1000 Club Update**

Currently the 1000 club has 105 parents signed up with a total of 263 tickets. £2541 in the bank, £272 in advance of next draw and £1300 in uncollected prizes form 23/24.

Finance Update

Payments out*

£162 PTA subscription

£390 accountant fee

Payments in:

Charity donations

£77.40

Interest

£46.69

Uniform sale Xmas fair

£671

Uniform sale Jan

£454.77

Xmas Fair

£4144.90 plus stallholder fees ~£1000 = £5144.90

Need to confirm final stallholder fees with KW and pay SWGS half of the Christmas Fair.

AOB

- It was discussed amongst the committee that the BWSPA is a specific organisation and that any event associated with it should support its charitable objectives. Any event run should adequately minimise the risks (financial, reputational or otherwise) to the organisation. With that in mind it was agreed that before the BWSPA promotes or assists (i.e. promotes, manages, hosts, use the bank account, equipment, database or website) with an event it must be agreed and minuted by the committee that it meets the objectives and not cause undue risk.
- SDS agreed to stay on as the president and trustee of the BWSPA on the Charities Commission website and until Sept and is happy to attend the AGM if it is required.
- Ongoing conversations about the best way of managing a “bank of volunteers” were discussed. KA suggested an app called ‘Spond’ used by choirs, bands, sports teams etc which would encourage people to sign up if they were available for a specific event. KA and TJ to look into this and see if it will work.

Meeting closed at 21.00

Next meeting 13th March 2025.