

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

Present: Tom James (chair), Bea Longthorp (secretary), Sarah Robertson (treasurer) Kenecki Nduka-Richard (Assistant Secretary) , Kirsten Webber (Events manager), Matthew Morgan (Headmaster), Katharine James, Emma Headington, Hannah Richards, Richard Forster.

Welcome and Apologies

Apologies received from Bex Coombes

AGM

Tom James was re-elected as Chair. Proposed by Bea Longthorp, seconded by Kenecki Nduka-Richard.

Bea Longthorp was re-elected as Secretary by Kirsten Webber and seconded by Tom James

Sarah Robertson was re-elected as Treasurer by Tom James and seconded by Katharine James.

The role of assistant chair is still unfilled. BL to email school to ask for nominations.

Tom James gave his annual report and noted that whilst we'd given less out financially this year it was because we are working towards the larger project of replacing the school mini-bus. He also thanked the committee, in particular the long standing members Rob Jones and Nicolette Beardsmore. He noted if we had more helpers it would mean we'd be able to run more events. He thanked the outgoing BWSPA President Dr Smallwood for the support and guidance he had offered the Association during his time at the school. We welcomed the new Headmaster Mr Morgan as the new BWSPA President and looked forward to a long and positive working relationship. Mr Morgan thanked the committee and stated that he would pass on our thanks to Dr Smallwood.

The final accounts were agreed and Fawcetts are to be reappointed as our external auditors.

School Update and Funding Requests (MM)

Mr Morgan gave a broad update on the school and thanked the committee once again for their contributions towards the school. The mini-bus required will be closer to £36,000-38,000 but he explained that the school would find the additional funds and that the BWSPA would be given credit for the mini-bus. It was suggested that the Salisbury Journal might do a piece on the mini-bus to raise the profile for the BWSPA. No new funding requests made by MM however, he did state that as he settles into his new role, more smaller requests would be made from the individual departments and that he was keen to credit the committee for items around the school which have been made available via funds from the BWSPA.

It was also discussed that Mrs Edney as pastoral lead might make some requests for the pupil wellbeing.

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

Accepted.

Forthcoming Events/Activities

- 23rd November – Grammar Fayre. KW is arranging another meeting between the planning committee for next week. The raffle has gone live on the website and the Fayre is now in the press (Salisbury Journal and local radio.)
- Rain or Shine Theatre company is booked for 4/7/25
- More fundraising ideas were discussed. Charles Taverner (Ex BWSPA chair) has agreed to run another wine tasting evening. SR to discuss with him.
- BL and Emma Headington will lead on a chocolate-bingo night closer to Easter. MM noted that there is an ‘own clothes day’ booked into the diary for next spring and this can be co-opted by the BWSPA in return for chocolate donations.
- BL, Richard Forster and Hannah Stevens will work on regular BWSPA pitch-side teas/coffees and snacks at the Britford Lane pitch.

- **1000 Club Update**

No update as OG not present. Discussed possibility of creating a QR code to make it the process of signing up quicker. K N-R and KW to investigate after the Fayre.

Finance Update

Currently there is a total of £32, 543.22 in all the accounts (current, savings and paypal.) Recent fundraising events have included new Y7 form skittles evenings, smarties tubes and quiz night.

AOB

- A complaint was made by one Y7 parents that she couldn't get tickets for her son's form skittles night and she felt it unfair that pupil's siblings were given a place over incoming pupils. It was discussed whether we should only allow incoming Y7 pupils and 1x parent and then 'open up' the bookings after the initial wave of bookings were made. Overall though, this is the only complaint and many of the skittles night were not a full capacity.

- KW proposed the possibility of setting up a hardship fund for the Y11 prom. Historically the Y11 and Y13 proms have had monies left over and instead of donating to the school KW has suggested setting up a specific student support pot for each PTA. Students who claim free school meals or struggle to pay for tickets can be assisted by the relevant PTA for either Y11 or Y13 prom. It was agreed that it was not possible for the BWSPA to support this proposal, as it would require the committee members to handle potentially sensitive data about students and their parents when considering applications to such a fund. It is open for the school to make a funding request to the BWSPA to support a general hardship fund which we could then consider in our normal way; however, the actual administration of any such fund would be the responsibility of the school. To date, no such funding request has been made, and any request would have to be weighed against other requests made by the school.

This led to a discussion regarding the BWSPA's role in hosting the Y11 prom ticket's on its website. TJ was concerned that although the prom is advertised as being hosted by the parents of Y11 SWGS and BWS pupils, its tickets are sold via the BWSPA website and the monies are put through the BWSPA accounts (alternating with the FOSWGS) despite the BWSPA having no control of the event. As such, in the event of any issues at the event, it would be very difficult to argue it was not a BWSPA event.

For now it was suggested that the FOSWGS would 'host' the sales through their platform giving us more time to consider the issue.

The idea of the Y11 prom committee creating their own website and accounts was suggested. To discuss again at next meeting. SR to ask the FOSWGS to host sales this year.

Meeting closed at 21.00

Next meeting 22nd January 2025.