



## George Abbot PTA meeting – Tuesday 14<sup>th</sup> January, 2020, 7pm

Attendees: Phil Grainger(Chair), Mayra Spiring, Christina Cantartzi, Marion Lewis, Richard Blundell, Gary Whitaker, Christine Bruce Reid, Mariah Mills, Marie Rumler, Gaby Sutton (minutes)

Apologies: Clare Walliker, Tony Mainee

### Minutes/ actions from last meeting

**ACTION: Gaby** - to speak to Sarah Jones re raising an invoice to the PTA for funding to be released. Invoice to contain detail of what the money is funding. Agreed that Clare should not release the £35k recently requested until an invoice is received.

**ACTION: Phil** – to speak to Michael Hartley with regards to the AV system.

### Treasurer's report

- Treasurer has sent apologies and report not given at this meeting.
- Size of role and responsibilities within the treasurer's role discussed, can it be paired down by removal of certain services – Sainsbury's shopping scheme for example? Can the PTA accounts be closed down and merged with George Abbot's School Opportunities Fund?

**ACTION: Phil** to speak to Tony Mainee re stripping down role into separate roles and to ask many people roughly have signed up to the Sainsbury's shopping scheme.

### Race Night

- Gary explained how the race night would run and the requirements
- Confirmed date is Friday February 28th
- Agreed that Fish and Chips would be delivered – with sausage, chicken and veggie burger option
- Agreed £15 per person
- Six races throughout the event, to raise more money each race could be sponsored by a local business.
- Gary spoke to Seymours who are very keen to sponsor an event, not yet confirmed but will possibly sponsor the Race Night for £200 – we would offer 4 tickets and a round drinks in return
- Fish and Chips will also provide £50 worth of vouchers
- Ashuka (Indian restaurant in Merrow) have also contacted the PTA and would be interested in supporting the PTA in various ways. **ACTION: Gaby** to contact Ashuka and ask if they would like to sponsor a race for £75
- **ACTION: Phil** to speak to Rahman and be open about using other restaurants
- **ACTION: Phil** to add to schoolcomms details of race night – food and menu choices, price, tickets, request for local businesses to sponsor a race. Layout will be similar to quiz. Tables

of 6 – 10. Head of table books and pays on behalf of table, when booking will give food choice. **Afterthought. Perhaps create a form for people booking to fill in with food orders, send back to them once they have expressed an interest with PTA bank details.**

- Gaby has requested over-18s A-level students to help as bookies on the night. It was agreed that at least 6 will be needed. Adults to help to. Christina and Louise Whitaker are able to be bookies
- Betting slips are available on-line, Gary to forward details and can purchase once the number of attendees is roughly known
- Agreed to keep the evening simple as it is the first attempt. No raffle, get restaurant to supply plastic knives and forks, condiments and napkins
- Gaby to pass the dvd to Ben if he is happy to see the races beforehand so that he can prepare to compere the evening.
- Bar will open at 7pm, introductory video will start at 7.15pm, first race at 7.30pm. Each race including placing bets and collecting winnings will take approximately 30 minutes.
- Fancy dress theme for the evening – A Day at the races – prize 2 x £25 vouchers. Seymours/Seafarer/Ben Rodgers to judge.
- Volunteers so far
  - o Marion (from 2pm – 5pm)
  - o Richard – bar
  - o Gary – floater
  - o Louise – Bookie
  - o Mariah – bar
  - o Marie – help anywhere but may be participating
  - o Phil – bar/av system
  - o Christina – Bookie
- **ACTION: Gary and Phil** to create poster and circulate; put some up around school. Put on classlist
- **ACTION: Gaby** to request help from caretakers and detention students via Sally Cave to get the tables out and ready to set up. Check banqueting roll stock

### Clandon Park Run

- Gaby ran through the progress so far.
- Met with Simon from Emit, to run through his role for the day. Will be checking the course towards the end of February
- Earl of Clandon has requested to be named on PTAs insurance policy for February and March
- Phil will provide the music
- **ACTION: Gaby** to request input from drama, dance and PE re warm-up
- **ACTION: Gaby** to send digital artwork of CPR flyer to Marion
- **ACTION: Marion** to organise advert in Mellow pages
- **ACTION: Gaby** to email BBC Surrey
- **ACTION: Phil** to speak to Redber, to rent out coffee machine for free and get coffee at cost price
- **ACTION: Phil** to contact Jude Moore re soft drinks esp. J2Os
- **ACTION: Gaby** to contact Dusty Weaver re supplying sandwiches
- **ACTION: Marion** to contact PG re opening the event
- Marion mentioned that we must ensure First Aid dispose of all waste correctly.
- Volunteers for the event so far

- Richard – marshall
  - Gary – marshall
  - Phil Lewis – marshall
  - Phil Grainger – music
  - Christina – Registration
  - Marion – Registration
- 
- Sell t-shirts and get people to sign-up at race night. Get DofE students to deliver leaflets
  - Discussed buying reusable water bottles for the day – circa 100 for those who have forgotten their own bottles

#### PTA re-brand

- Mayra is going to speak with school to see if student could rebrand the PTA and help with marketing/communications as a project.
- **ACTION: Gaby** to update list of contacts on dropbox as newcomers to PTA are not on that list and lots of people are no longer involved

Next meeting proposed for Tuesday 11<sup>th</sup> February.