

THE FRIENDS OF HERINGTON HOUSE

THE ASSOCIATION OF PARENTS AND TEACHERS OF HERINGTON HOUSE PREPARATORY SCHOOL

MINUTES Thursday 27th January 2011

Attendees: Judy Bowie-Britton, Liza Carolan, Sara Harris, Clare Hughes, Lisa Mason, Mrs Poulain, Emma Stack, Koren White, Debbie Williamson & Samantha Zive.

Apologies: Ann Lewis, Nicky Sackett

The Committee welcomed Sara to the meeting and thanked her for attending.

Approval of the Last Minutes

The minutes of the previous meeting were circulated. After reading through, there were no matters arising. Minutes were proposed by Lisa Mason and seconded by Debbie Williamson.

Updated Funds as of 27/01/11

Currently we have bank balances totalling £6,652.29; of which £1,650 is to be set aside for the 2011 Panto, Coaches, TR/KG Xmas Party and the lottery licence and insurance premiums for 2012. This leaves us with a healthy float of £5,002.

So far in the 2010/2011 Financial Year we have expensed £116 for Halloween and Xmas Disco 2010. Spent £543 on items for School, which include Newsletters, Children in Need, Wet Play etc. Also paid for the Panto, Coaches and TR/KG Xmas Party which was 1,551.

We have raised to date £648 from Easyfundraising and Bag2School and £354 from the Christmas Card Sales.

Large Fund Raising Project

Lisa will draft a letter with the Committee's approval explaining to the parents the large items we will be raising the funds for once she has confirmed it with Mr Dudley-Cooke. Additional ideas for raise funds could be a Pampered Chef Evening, an Auction or a Quiz Night. (Action LM & SZ)

Yacker Tracker Noise Monitor – The Committee approved the purchase of this item at £65.00.

Future Dates

- Bag to School Collection Dates are: 10th March & 19th October.
- Dinner Dance – Friday 6th May
Action: Koren White, Emma Stack & Mrs Poulain to enquire about DJ's

- Mums Spring Lunch – Thursday 24th March, The Plough Mountnessing.
Action: SZ to send letter out w/c 31 Jan (nb: to add service not included on the letter).
Arrange Raffle Prize.
- Easter Egg Hunt – Friday 1st April, 2.00pm, Thorndon Park (£3ph)
Action: Nicky Sackett to purchase the Eggs
- Summer Fayre – Saturday 2nd July
The Committee agreed on the theme of “Traditional English Fayre”. To include Morris Dancers / Maypole, and “Grow your own Vegetable” Competition. A meeting on Wednesday 4th May, 12.30 at Sam’s house to discuss further.

AOB

Thrift Shop Update

Clare and Lisa to liaise with Mrs Poulain re organising a Bring & Buy Afternoon at school. Also offer Tea/Coffee & Cakes for a nominal fee to assist with our fund raising.

School Dinners

Lisa spoke to the Committee prior to the meeting to ask for their feedback as she had been receiving some complaints. Lisa has drafted a letter and shared it with Mrs Poulain. The Committee approved it and it will now be sent to Mrs Watson Lee from FOHH.

Royal Wedding Party

It has been expressed to the Committee that the children were very disappointed they did not get their Halloween or Christmas Party last year. So it has been suggested that if possible we could host a “Royal Wedding Party” where the children can dress up. The suggested date is Thursday 28th April.

Action: Committee to check if the Mount Avenue Banqueting Suite is free, also Phil the DJ’s availability.

Royal Wedding Tea Towels

After the success of the previous years we thought it would be nice to commemorate the wedding this year with our Tea Towels.

Action: SZ to order pack. Debbie/Lisa/Emma to coordinate drawings & distribution.

Dates for the diary

Wednesday 4 th May	Summer Fayre - Committee Meeting
Thursday 24 th March	Mums Spring Lunch
Friday 1 st April	Easter Egg Hunt
Friday 6 th May	Spring Ball
Saturday 2 nd July	Summer Fayre