



**St**  
**Ambrose**  
**Parents**  
**Association**

Registered charity number 526013. [www.sapa.org.uk](http://www.sapa.org.uk)

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## **Minutes of the St Ambrose Parents Association meeting held on Monday 11<sup>th</sup> September 2017 at 7.00pm**

### **1 Those present** – Introductions and apologies

Joanne McEntee (Chair), David Godsmark, Nathalie Lawrence, Stella Corran, Andrea Mottram, Mary Ireland, Nicola McMurray, Lynda Nempotakis, Will Bonning, Gill Lingard, Belinda Fleming-Graham, Yogesh Khairnar, Edith Ariyo, Paula Hampton, Gabi Potts, Edith Labs, Frank Driscoll, Sam Alford, Mark Nearey, Mary Ireland, Liby Roy, Shirma Kelly, Esther Asubonteng

**Apologies** Elaine Cannon, Lizzie Meadowcroft, Nadia Allen, Neil Priestner

### **2 Minutes of the last meeting**

Not yet available.

### **3 Matters arising**

None.

### **4 Treasurer's report**

Dave reported on current balances in the bank accounts. The Prep has made some valuable purchases with money previously given by SAPA, including a library and I-pads.

### **5 Scalextric Race Night**

Jo reported that she has booked the race company Miniracing for the night. It was decided that we would charge £9/race and £1/spectator in order to give us a better idea on numbers attending on the night. The booking form is on the SAPA website and race night has been advertised in the weekly College and Prep school newsletters. Instructions on how to pay are on the website and on Parentmail for the college. Jo has printed booking forms for the Prep school for parents to book through the school office. The event has been advertised on Facebook.

Everyone is happy with the poster to advertise the event around the college as well as the website & Facebook. Dave will be responsible for float and money on the day.

***ACTION:*** Jo will get the alcohol licence. Stella Corran will arrange for the food truck, Stella and Nathalie will order the donuts from Krispy Kreme donuts website for 'charity' event, and purchase the sweets. Alcohol purchase will be made once we have approx. attendance at the event. Bel to buy trophies, bunting, balloons etc. Nathalie to request school printer to print out coloured cards for lanyards for boys to wear for different race sessions.

## **6 Uniform sales**

SAPA raised £225 from uniform sales during the summer and another £254 from the uniform sale prior to this meeting. A request for donations of unwanted uniform, especially sports kit, will go out regularly in the College newsletters and sold at designated dates whenever possible.

***ACTION:*** Jo has set up a rota for selling uniform at upcoming events.

## **7 100 Club/500 Club**

Dave held the 100 Club draw and 3 winners were announced. There has been a chair of governors meeting where lottery clubs were discussed. The Sports Committee has a 200 club. It was agreed that SAPA will not set up any further lottery clubs.

***ACTION:*** No action on 100/500 Club

## **8 Social media and website**

Social media is kept up to date with promoting school events regularly. Will is to continue managing the website.

***ACTION:*** All to promote the SAPA Facebook page and Twitter feed.

## **9 AOB**

New Parents Meet and Greet will be on 21<sup>st</sup> September and SAPA will be present. Jo will give a speech and hold a uniform sale on the night.

Christmas Fair Preparations to start – date Sunday 26<sup>th</sup> November 2017.

***ACTION:*** Need to start collecting donated prizes, some purchased prizes, decide on the big prize etc, advertise on Facebook for public to attend

**Date of next meeting – Monday 9<sup>th</sup> October 2017 at 7.00pm in the College**

J McEntee