



Minutes of Meeting held on 8th October 2018 At St Ambrose College

Present: Mr Cutting, Joanne McEntee, Andrea Mottram, Mary Ireland, Stella Corran, Sinead Aldridge, Gabriela Walker, Julie Hawkes, Julie Bastin, Laura Whittle, Cathy McBride, Belinda Fleming-Graham, Lynda Nempotakis, Vicky Walker, Justine Wilson, Nicole Telfer, Neil Priestner, Edith Ariyo.

Apologies: Andrea Kelly, Nathalie Lawrence, Anne Hartigan, Philomena Mezatio.

All attendees introduced themselves and a warm welcome was given to new members by Joanne McEntee. New attendees were invited to complete consent to hold information forms in line with updated GDPR guidance.

1. Minutes of last meeting – An amendment was made to the previous minutes dated September 10th, 2018. Julie Bastin had kindly offered to take charge of revamping the grotto not Julie Hawkes. Minutes of the previous meeting were approved by the committee, proposed by Mary Ireland and seconded by Linda Nempotakis.
2. Matters Arising – Joanne McEntee confirmed Friday 14th June 2019 has been booked for the Summer Party and a deposit paid to Bowdon R.U.F.C. Venue capacity can be increased by 100, taking us from 200 to a possible 300 guests. Joanne McEntee confirmed that Neil Priestner and Lynda Nempotakis were to attend a meeting with Mr Driscoll – Head Master at the Preparatory School to discuss Lottery Clubs. Feedback to be given at the next SAPA meeting.
3. Treasurer's Report – Neil Priestner gave a brief overview of College funds including cash on account/savings account. He also stated that he would like to simplify the 100 Club.
4. Scalextric Race Night – The evening will consist of 3 race sessions, 2 for the College and 1 for the Preparatory School with 40 tickets available for each session. Session 1 (Prep session) only 2/40 tickets had been sold. Session 2 (College) 37/40 tickets sold and session 3 (college) 33/40 tickets sold. Joanne explained that the booking was non-refundable. Miss Aldridge (Prep teacher) offered to send out a further Parentmail and they would also put flyers in the boys' bags. It was decided that Session 1 would be opened up to the College and the Head Boy would promote it during the assembly and speak with Form Tutors to also promote it. Refreshments – the food truck is booked, popcorn organised by Vicky Walker, sweets, sweet bags and popcorn boxes ordered by Nathalie Lawrence. Alcohol, hot chocolate, tea, coffee and soft drinks are to be purchased by Stella Corran. Joanne requested 10 floats from Neil Priestner and asked that all available volunteers to be at school for 2 o'clock to set up.

5. Christmas Fair – Joanne handed out copies of the Christmas Fair Planner and asked for volunteers for the fair and to also collect donations before and after school in the Church car park. Dates and times to be confirmed at next SAPA meeting on 12th November. Joanne asked for suggestions for a main raffle prize as the raffle tickets had to be ordered and printed. Stella Corran offered to assist Andrea Mottram with the raffle/tickets. Andrea also suggested SAPA has a limit on raffle prizes as the prize giving was prolonged last year. Several suggestions were put forward as a main prize, Mr Cutting offered to carry out a straw poll within tutor groups to determine which was the most popular and to report back to Joanne, so the raffle tickets could be ordered. Stella Corran will buy the alcohol licence. A member of College kitchen staff will be available to help with catering. A poster competition will be held as usual in the Prep for the Christmas Fair programme. Joanne has been approached by a local chiropractor for a stall at the Christmas Fair; as the chiropractor has no connection to the College or School all attendees voted against the request.
6. College production – Mrs Ball has requested help from SAPA members on Wednesday 21st and Thursday 22nd November between 6.30 -9.00 to man refreshments. She also requested some raffle prizes. Joanne suggested SAPA offer some bottles of wine/Prosecco from the SAPA cupboard. Mary Ireland offered her help on Wednesday 21st November.
7. Charity status – Mary Ireland and Andrea Mottram met with Samantha Alford who explained that SAPA originally had ‘charity status’ but the status has transferred to the College. Sam has also explained that under the SAPA constitution any profit made is split 50/50 between the College and the Prep School, however the constitution can be changed if required.
8. Uniform sales – Joanne stated that uniform sales were still going strong and requested volunteers to sell uniform at other events/prior to SAPA meetings.
9. Any Other Business – Cathy McBride has sent information on matched funding to Joanne and suggested it be used to boost fundraising. To be discussed at future meetings. Cathy also agreed to research ‘Easy Fundraising’ and to discuss at the following meeting.

Next Meeting: Monday 12th November 7pm at the College