

# Ribston Hall Association Minutes

**25<sup>th</sup> February 2016**

**In Attendance:** Amanda Chong, Julie Paveley, Liz Good, Ann-Marie Karadia, Wendy Hiimae, Iain, Williams, Michelle Thomasson

- 1. Apologies:** Julie McClean, Lisa Westmacott
- 2. Minutes of last meeting 7<sup>th</sup> January 2016** were checked, there were no matters arising.
- 3. Treasurers Report:** The quiz eve was very successful and raised £247.44 about £50 less than previous quiz eve which is likely due to the additional profit made on cheese platters supplied by Lynda and the RHA rather than the school catering we used in January.

In **2015** we raised:

|                             |                   |
|-----------------------------|-------------------|
| Donations                   | £ 153.50          |
| Easy Fundraising            | £ 311.79          |
| Quiz night                  | £ 247.44          |
| 100 Club                    | £ 927             |
| Refreshments                | £ 296.43          |
| HMRC gift aid reclaimed     | £ 1,501.62        |
| Sale of second hand uniform | £ 308.50          |
| Year 6 BBQ                  | £ 96.40           |
| <b>Total income</b>         | <b>£ 3,842.68</b> |

While **2015 expenditure totalled £1,892.92** (including insurance, licences, year 6 BBQ catering, donations to library and sports department). Paper copies of the 3 page report were given out to all attendees; an electronic copy of the treasurer's report is also available if required.

When Iain completes the next financial return the trustee information will be amended and Wendy's details as the new chair will be added.

#### **4. RHA Events: School Bingo night 7pm Friday 18<sup>th</sup> March 2016**

**Set up help appreciated from 6pm.** To be advertised in the next Ribston Roar with a link to the new web page of events for the RHA: <http://www.ribstonhall.gloucs.sch.uk/ribston-hall-association>

Due to the cost of a licence (£21) it was decided that the parents bring their own alcohol to the event. RHA will supply juice, tea and coffee, crisps, peanuts and £3 plates for a savoury or sweet selection e.g. mini muffins and cupcakes or Spanish meats, cheese and pineapple sticks. Iain to buy the refreshments and cakes for the sweet platters, plus paper bowls and paper plates. Michelle to buy the meats etc. for the savoury option. Iain will also purchase the Bingo sheets and will bring a bottle of champagne for the bonus round, plus Easter Eggs for a raffle held during the evening.

Julie Paveley to check at work for a Bingo calling machine and to let us know if it will be available; the other alternative is to use an app with a smart phone or via a laptop.

Michelle to check on the price of pencils with the lettering: 'I support the Ribston Hall Association', (possibly also including the RHA web address), these could be given out for use during the Bingo eve and as RHA promotional material at other events.

Bingo cards 50p each in the first 5 rounds, (approximately 3-4 games per hour including refreshments) with 2 rounds at £1 each towards the end of the eve, one as a special, and the other as a bonus round.

Michelle to be the Bingo caller (will refer to the Bingo Lingo site beforehand) and to check that the school will be open from 6pm as Mandy may not be there at that time on the Friday.

Further helpful info: <http://www.better-fundraising-ideas.com/bingo-night.html>

**5. School Events:** Mandy requested refreshment help with 2 forthcoming parent's evenings and the spring concert. The pupils had been supplying charity cakes and were running the refreshments during parent's eve but to improve upon this Mandy proposed that the RHA return to supplying the parent's evening drinks; this is an opportunity to raise funds and promote the RHA. The parent's afternoon info sessions will still be run by the school.

- Wednesday 2<sup>nd</sup> March - Iain and Michelle from 4.30pm – 7pm and Ann-Marie (until 18:30)
- Thursday 17<sup>th</sup> March – Iain 4.30 – 7pm Ann-Marie and Lisa are attending parent's eve but have kindly offered help if and when they can during the evening. Ela, Ann-Marie's daughter may also be able to lend a hand
- Spring Concert Thursday 28<sup>th</sup> April, refreshments - Wendy, Ann-Marie & Michelle from 7pm

Wendy to design an A3 laminated poster to advertise RHA at such events.

Summer BBQ for the new pupils, date to be confirmed, may be Monday 18<sup>th</sup> July, hopefully to prevent a clash with other leaving / sports events at the primary schools. Ann-Marie to source a contact for an Ice Cream van.

**7. 100 Club draw:** Iain reported that in January there were 78 parents taking part in the 100 club. Prize draws for November, December and January:

November 1<sup>st</sup> prize £20 Sue Colwell no. 221      2<sup>nd</sup> prize £10 Mr & Mrs Willets no. 84

December 1<sup>st</sup> prize £200 Mr Taylor no. 50      2<sup>nd</sup> prize £10 B Lockwood no. 30

January 1<sup>st</sup> prize £20 Cofi Kumi-Addo no. 65      2<sup>nd</sup> prize £10 Graham Bruce no. 107

Cofi Kumi-Addo had stipulated that any winnings be donated to the RHA; however, Iain will notify him and send our thanks.

**8. AOB:** A request for funds to Wendy by Denise Stoner from the DT department. Items required will also be used in the GCSE syllabus. £250 requested, we all agreed, the school will pay for the items and RHA will reimburse the school. Wendy to confirm this with Denise Stoner.

**Next Meeting:**

**7.30pm Thursday 14<sup>th</sup> April 2016 in the Library**