

Minutes of Cheney Friends Monday 5th March 2018

Present:

- Sue Harmer (Chair)
- Priscilla Goldby (Treasurer)
- Kirsten Burrell (Secretary)
- Gabrielle Lees
- Tamasin Lillwall
- Emma Plugge
- Richard Stamper
- Claire Stevenson
- Alison White

Apologies

Louise Marsh, Ben Pinches, Hannah Whitley

Matters arising from minutes of meeting on 24 January

1. Parentalk
 - Alison White met with Louise Marsh to discuss. The current Parentalk is just coming to a close. We hope to hold the next course at Cheney, perhaps in the Autumn or Early Spring term next year. The course runs for 6 weeks, usually split around the half-term break. Access to refreshments would be required. There is a nominal charge to attend so the refreshment costs could be set against that. **Action: Carried forward.**
2. Sixth Form
 - SH spoke to Kate Hackett about the £300 we still have for the Sixth Form. Ideas that came out of the Sixth Form conference include an electronic message board and a coffee machine. The Sixth Form would like the use of the kitchen for tea, coffee etc but the catering staff have complained that they have left it in a mess when they have used it. Sarah Warbrick will report back to SH on decisions for funding but SH suggested that we just give the £300 to the Sixth Form to be spent as they see fit and to report back to us. **Action: SH/PG to arrange payment**
3. Uniform
 - LM emailed Vicky Hathaway about the suggestion of collecting second-hand uniform items at Parent Evenings. It was also suggested that we could utilise the last non-uniform day of the year as a collection event, with bins in the library. **Action: SH to check date of NUD with Louise Marsh; KB to email Vicky Hathaway and Jill Fenton re collection bins; TL to do poster once decisions confirmed.**
4. School celebration events
 - None scheduled in the near future
(Minutes updated on 18th May: a Community Iftaar to celebrate the end of Ramadan is to take place on Tuesday 5th June – no CF involvement that we know of).

Cheney Friends communications and meetings

Communications: SH had met with Vicky Hathaway to discuss an online presence and alternatives to the Yahoo group. VH talked through various options and suggested a Word Press website with moderators, space for discussion and photos. Alternatives were discussed, including closed Facebook pages and whether it would be possible for CF to have a school email address. BP has created a WhatsApp group. There are still one or two people still to be added (if they wish) for which he will need mobile numbers. **Action: SH to talk to VH re our preference for a closed FB page and the possibility of a school email address**

Meetings: there was some discussion about decreasing CF meetings to one per old term ie Autumn, Spring and Summer, or alternating open forum meetings with those for the committee. GL mentioned the twice-yearly open forums at Cherwell with the Head, SLT and SENCO. Parents feel they can bring a burning issue and put it on the agenda. **Action: GL to write up notes for SH; SH to talk to Louise Marsh. The next CF meeting will be for the Communications team, followed by an open meeting in the 2nd half of the term.**

Cheney Friends support for 'Narnia' and other events

SH asked Vicky Hathaway about the level of help required from CF for celebration events. VH suggested just acting as servers as tea and coffee can be provided by catering.

Other events at which CF could attend (or provide refreshments if required) include the next Drama production on 21st June, the end of year Music concert and Year 6/7 transition evenings, details and dates all TBC.

Finance and change of auditor

PG circulated the finance report. Available funds: £1517 (of which £300 is earmarked for the Sixth Form).

Refreshments were sold at the 'Narnia' production in February, raising £240. This was donated to the Drama department to support future productions and PG has received a very grateful letter in response. Since the last meeting on 24th January we have also donated £200 to support staff wellbeing classes such as yoga.

There are 108 registered users of Easyfundraising and the total raised to date is £759.

The auditor, Gillian Robinson had said that she would step down at the same time as PG in November, but it was thought better to stagger departures. Adrian White has agreed to be an Independent Inspector with immediate effect. A donation to Gillian as a thank you present was approved. **Action: PG to organise donation/present.**

Fundraising

PG discovered that the EasyFundraising link on the school website was not working. She has contacted EasyFundraising for help and will contact Vicky Hathaway once it has been sorted out. Steve Palmer has sent SH some new text for use in bid applications. We need a Fundraising subcommittee: Hannah Whitley had expressed interest and CW also offered to help. The Co-op scheme was discussed as a possible source of funds but they require projects to benefit the wider local community. Estate agent boards were also suggested. **Action: SH to liaise with CS and HW.**

Open Agenda

GL noted that all extra-curricular sport activities (eg rugby and football) are now on the same day. With the consultation on the proposed changes to the timing of the school day, AW asked if break would still be 30 minutes. In each proposal, both morning break and lunch are 30 minutes each.

Next meeting

Committee meeting on 24th April

Open meeting on 12th June at 7.15pm in the school library

Summary of action points

- Parentalk: **Carried forward.**
- Sixth Form: The £300 held over from 2015 for the Sixth Form is still to be spent. **SH/PG to arrange payment to Sixth form leaders so they can decide on what to spend it**
- Second-hand uniform: **SH to check date of next NUD with Louise Marsh; KB to email Vicky Hathaway and Jill Fenton re collection bins; TL to do poster once decisions confirmed.**
- Cheney Friends communications and meetings: **SH to talk to VH re our preference for a closed FB page and the possibility of a school email address. GL to write up notes on the Cherwell open forums for SH; SH to talk to Louise Marsh. The next CF meeting will be for the Communications team, followed by an open meeting in the 2nd half of the term.**
- Finance and change of auditor: **PG to organise donation/present as a thank you to Gillian Robinson for acting as auditor**
- Fundraising: Fundraising committee: **SH to liaise with CS and HW**