

SACRED HEART HIGH SCHOOL PTFA

Registered Charity No. 1177111

MINUTES OF COMMITTEE MEETING

20 JANUARY 2020

Attendees:	Emma Dean:	Chair
	Marian Doyle:	PTFA Honorary President
	Simon Cockshutt:	Secretary
	Regina Tan:	Treasurer (Trustee)
	Naomi Nye:	School Representative
	Sharon O'Donovan:	Trustee
	Marie Truelove:	Development Manager
	Sarah Hellett:	Committee Member

1. Minutes of the last meeting approved.
2. The Committee voted to co-opt in two new members; Marie Truelove in her capacity as Development Officer for the school and Naomi Nye in her capacity as pupil and teacher liaison.
3. All Committee Members signed the Trustee Eligibility Declaration for submission to the Charity Commission of England and Wales and will be listed as Trustees on the Charity Commission website.
4. Accounts: at 31 March 2019 (end of last financial year) the balance held was £34,487. At today's date the current balance is £88,746.
5. School Auction update: the auction raised £17,019 after all expenses. The generosity of all attending was greatly appreciated.
6. Emma Dean will circulate the 'Request for use of Sacred Heart PTFA funds' form which will need to be completed by any school department, or the PTFA to ensure transparency of use of PTFA funds.
7. Year 7 Disco update: this is planned for 7 February. Preparations are well under way, with assistance from 10 volunteers.
8. The wish to have monthly events, timetables permitting, was expressed. Events under consideration include:
 - a. Speakers on topics of interest with a Q and A, and a bar;
 - b. Specific speakers associated with the school (various names mentioned as possibilities);
 - c. A Quiz Night, possibly on 13 March 2020;
 - d. Summer Fair, possibly on 5 July 2010;
 - e. Easter Raffle

9. It was agreed to explore in more detail the possibility of enhancing the outdoor spaces at the school, for the benefit of pupils, for example by the provision of benches.
10. The next open meeting will be on 20 April 2020.
11. There being no other business the meeting concluded.