



# **SACRED HEART HIGH SCHOOL PTFA COMMITTEE MEETING MINUTES**

**Wednesday 11<sup>th</sup> November 2020 – 5pm – online via zoom**

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

1. Emma Dean welcomed all.
2. Approval of the minutes of the meeting on 20 January 2020.
  - a. Matters arising: Emma Dean and Simon Cockshutt do not as yet have current DBS certificates.
  - b. Pipeline of events from January, when lockdown imposed.
3. Treasurer's Report
  - a. As at 31 March 2019 £34,487 in the bank;
  - b. As at 31 March 2020 £100,694.64 in the bank (including £48,565 receipts year to 31 March 2020.
  - c. As at October 2020 the school fund was approximately £92,205.
4. AGM planning
  - a. 21 days clear notice required. Sharon O'Donovan will check for any clashes, to select a date.
  - b. S. Hellett is standing down; Emma Dean will stand down as Chair, but remain on the committee. Simon Cockshutt is prepared to stand as Chair.
  - c. Marie Truelove and Emma Dean will work out the voting process, given that the AGM will be conducted remotely.
  - d. A committee meeting will immediately follow the AGM.
5. Requests for use of PTFA funds
  - a. Benches for external use
  - b. Kerboodle license



- c. New lighting boards Drama Studios

Sacred Heart High School Hammersmith, 212 Hammersmith Road, London W6 7DG

[Registered Charity Number 1177111](#)

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- d. Cross Trainer and Exercise Bike for fitness studio

Each will be clarified in more detail when more detailed estimates are available.  
There will be a separate fund raising project for the school/community theatre for 2023.

- 6. It was suggested that a quiz be held for Year 7 parents only, as many will be new to the school.
- 7. There was no further business.

