



Charity No. 1085742

## **Minutes**

Meeting date: 14 February 2023

Time: 7pm

Venue: Conference Room, Priory School

**Attendees:** Quincy Whitaker (Chair), Fred Hoad (Treasurer), Harry Mole (Secretary), Amanda Burgess (Community Liaison and Income Generation Manager), Jen Lelliott, Fiona Griffin, Claire Fowler, Clare Rolfe, Gabi Goode, Liz Bishop, Robert Massey

**Apologies:** Jon Curtis-Brignall (head), Abi Claxton, Liz Bishop, Suzannah Howells, Andrea Eserin

### **Actions from last meeting**

- No actions

### **Finances and Banking Update - Fred**

- Fred Hoad presented the Treasurer's Report.

### **Fundraising**

- **Summer Social:**
  - 14th July (Amanda subsequently confirmed 5.30pm to 8.30pm), Priory School Field
  - £1 entry on the door or in advance. Burger + Sausage (plant & meat options) in bun will be £6.50. Early Bird tickets £5 for entry + burger/sausage combo
  - Claire F - alcohol license
  - Sauro will run barbecue; Robert will ask Neville bonfire for equipment loan, Claire will ask South St
  - Gabi will create poster, Harry to run ticketing
  - Amanda to communicate in newsletter weekly
  - Need to organise:
    - Beer & Wine bar
    - Cocktail Bar (Harry)
    - Music
    - lollies/sweets
- **2nd hand Uniform Sale** will be held:
  - 5th July 3pm to 5pm (transition evening)

### **School Liaison - Amanda**

- Table tennis tables have been installed. Amanda will photograph the in use
- Lighting desk is past due - Amanda to follow up
- School's request for funding to update prospectus has been withdrawn



- Amanda to update the Friends on DofE
- Friends welcome a proposal on the Year 9 Rewards Program at the next meeting
- **Decision:** Whole Schools (years 7 to 10) Literacy initiative will provide non-academic books for each class. Friends agreed to fund £6,000 plus £1,000 for a school library restock
- **Decision:** Friends agreed to contribute £50 to caretaker retirement gift fund
- Amanda will pass on feedback about digital equipment for exams in the chapel to determine whether there is a solution that the Friends may be able to support

#### **AOB**

- Friends unable to support District Sports and Withdean Athletics with refreshments due to lack of notice. Amanda to provide feedback
- Amanda will run refreshments at school on evening of Tuesday 18th July (Sports Awards) and 19th July (Key Stage 3 Awards)
- Clothes swap, 28th June, 5pm

#### **Date of next meeting**

- Weds 13th Sept, 2023. Conference room, Priory school
- AGM Mon 25th Sept. Venue TBC