



The Friends of Ditcham Park School

Ditcham Park School, Ditcham Park, Petersfield, Hampshire, GU31 5RN

www.friendsofditchampark.com; Tel: 01730 825659

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MINUTES OF THE FDPS MEETING

Held on Wednesday January 20, 2016 at 7.00pm at Ditcham Park School

Present (Committee): Vicki Harvey (VH) (Chair), Lucy Reidy (LR), Nalini Dentten (ND), Karen Travis (KT), Claire Falla (CF), Helen Parrott(HP)(Teacher representative), Leanne Barber (LB), Fionuala Hughes (FH), Selena Barber (SB)

Apologies: Sharon Petersen (SP) , Emma Yellop (EY), Jules Wilson (JW), Denise Allen (DA) (Treasurer), Lisa Samson (LS), Sharon Hoare (SH), Kate Clifford (KC), , Tess Hall (TH), Judith Haworth (JH), Mark Philips (Teacher representation)

Discussion Points

Actions

1. Welcome

Vicki welcomed Selenato the Committee.

2. Minutes of the last meeting

The Minutes of the 3rd November 2015 meeting were proposed as a true and accurate record by Lucy Reidy and seconded by Vicki Harvey.

3. Big Ticket Item

Meeting held between Vicki, Denise, Lucy and the School regarding the Big Ticket Item. A short list has been whittled down, eliminating ideas that were unfeasible. LR is gathering information on these ideas to brief the Committee – potentially at next meeting. These ideas will be taken forward for the whole School to decide upon.

4. Treasurers Report

The Treasurer's Report was circulated at the meeting. There have been some successful events especially the Christmas Fayre generating £4572 of profit. The School Calendar generated £335 with only 25 remaining. Cauliflower Cards generated £230 and Northbrook Wrapping a further £100. The Friends received a very generous donation of £1000 from a Parent. Allowing for outstanding expenses including the 5th year Prom and Uppers



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Party, Big Ticket Item, and the Float there is now approximately £9,270 funds available for spending.

5. Matters Arising from the last meeting

- School Calendar

Twenty five calendars remaining which will be offered to Committee members. Please let Vicki know if you want one!

All

- School Print

Nine were ordered and VH will distribute. Fourteen remain to be sold which will need to be ordered in minimum quantity of six. Potential for these to be sold at 40th Anniversary events.

6. May Fayre – Saturday 21 May 2016

Carnival Theme to tie in with Rio Olympics. Sub-committee meeting to be held at Red Lion, Chalton on Tuesday 2nd February at 1930. All Welcome.

Claire sent apologies however she and Colin will run the bar.

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7. Spring Term Event:

If anyone would like to organise, please contact Vicki. However this will need to be run by the Committee member. Katy Clifford suggested a Jive Evening which everyone agreed would be fun. Any volunteers?

All

8. Bids

- Katie Rowley submitted a bid for four hockey masks and eight hockey match tops. Total cost approximately £440. The Friends have already supported the Hockey team by providing match tops through previous bids so were disappointed that this bid was proposed due to the loss or non-return of tops. The Friends will support this request on the proviso, that all hockey team members and their parents are reminded that it is their responsibility to return tops to the school otherwise they will be charged. The numbered shirts should be signed out to an individual and if not return that individual would have to replace or pay for the shirt.



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9. Future Events

- **Junior Easter Event – Tuesday 22nd March 2016**

Lucy ran through the notes that she had made from the previous Easter event. This was not well supported with volunteers which resulted in the burden being put on Lucy and a few others. A minimum of 8 volunteers will be required to run the event. Discussion held regarding purchase of eggs. Both Senior School and Junior School pupils to receive the same type of egg – 353 in total. Selenasuggested for those children who have food intolerances / allergies that suitable eggs should be bought. All agreed.

Lucy to send a proposal to Helen for this year's event.

LR

Karen to order biscuits

KT

- **Ditcham After Dark – Saturday 18th June 2016**

Date confirmed with the School to start at 12 noon and go onto Sunday afternoon. Sunday is Father's Day. Subcommittee to be formed for this event. Lucy had several ideas for organised fun events for the day. If bands were playing then would need to finish by 2200. 55 tents would be maximum number

- **Halloween Event – Thursday 20th October 2016**

Action: Helen to book rooms for the event.

HP

- **Bags for Life**

Lucy proposed Bags for Life as a fundraising opportunity. Junior School Children to draw a self-portrait which is printed on a Bag for Life. Cost is dependent on number of bags ordered. RRP is £5.

Action: Helen will tell the Junior School of this initiative next week at full assembly and work with staff to send order forms home in book bags.

HP

Action: Leanne and Fionuala volunteered to work with Helen to agree dates, co-ordinate responses, assess feasibility of project and run if it goes ahead.

FG / LB

- **DBS Checks for Helpers**

Discussion and consensus at last meeting that this would be a positive thing to do for Committee members.



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Action: HP to ask Alison Chapman process for doing this. If feasible AC will contact Nalini for details of Committee members to obtain relevant information for DBS processing.

HP

We discussed First Aid Training for Event. All Junior School staff, Vicki and Fionuala are trained. Colin and Claire are due to complete training. So sufficient numbers of people are trained for school events.

- **Entrance Exam Day Help Required – 27th January 2016**

LR and JH volunteered. Need to be there at 8.25. 38 extra children will be at school on that morning.

- **Ditcham Spring Ball – 2017**

Discussion re Spring Ball. Lucy proposed four ideas

- a. Black and White Masked
- b. Roaring Twenties
- c. Wild West Theme
- d. Jazziest Wellies / Funkiest Tiaras – Black Tie and Tutu

Ideal timing would be February / March 2017 to allow time for planning. However this will depend on barn availability. Claire suggested the ball could be tied in with Comic Relief which is next due in March 2017.

Action: Helen to ask Andrew Rowley to ask Tithe Barn if available and free of charge

HP

Action: Fionuala knows of a Jazz Band, she will find name and send details to other Committee members so they can assess suitability using YouTube.

FG

10. AOB

- **Vice Chair Role**

At the end of the year when Lucy steps up to Chair replacing Vicki. She will remain a member of the Committee until she leaves the School. The Vice Chair role will become available. Applications welcome.

All

- **Secretary Role**

As Nalini will be leaving the school at the end of Summer 2017. This role will become available at Easter 2017. Applications welcome.

All



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- **Committee Social Meal**

Most suitable date is Thursday 21 April. Venue will be the Wheelwright Pub in Havant.

Action: Please let Nalini know if you can make it as we need to give numbers for a large party and will need to choose food two weeks prior.

All

11. Next Meeting

The provisional date for the next meeting is Wednesday 2nd March 2016, 7 – 9pm in the School Library. VH to confirm.

VH