



The Friends of Ditcham Park School

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

www.friendsofditchampark.com; Tel: 01730 825659

email: friendsditcham@gmail.com

MINUTES OF THE FDPS MEETING

Held on Thursday 29 September, 2016 at 7.00pm at Ditcham Park School

Present (Committee): Lucy Reidy (LR) (Chair), Tess Hall (TH) (Vice-Chair), Denise Allen (DA) (Treasurer), Selena Barber (SB), Elly Butler (EB), Helen Parrott(HP)(Teacher representative), Lisa Samson (LS), Mark Philips (Teacher representation), Nalini Dentten (ND) (Secretary), Vicki Harvey (VH), Claire Falla (CF), Tim Wiggans (TW), Kerry Nutting (KN), Natasha Beckley (NB), Penny Slight (PS), Jolene Bull (JB), Anna Potter (AP), Martina Brown, Andy Brown

Apologies: Karen Travis (KT), Fiona Perkins (FP)

Minute	Discussion Point / Action	By Whom
1	There were 20 attendees at the meeting, each attendee introduced themselves. Welcome to all new members.	
2	At the last meeting of 2015/16 was a social event only to mark the end of VH's period as Chair, no minutes were taken.	
3	Apologies from Karen Travis and Fiona Perkins.	
4	Treasurers Report: <ul style="list-style-type: none"> • Sold remaining school prints generating £425 • After some expenses for May Fayre, Spring Ball and Junior Outdoor Expenses, there is £8385.87 available to spend 	
5	No matters arising from last meeting	
6	No bids received as yet <ul style="list-style-type: none"> • Junior gym equipment has been well received 	



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7	<p>Elly Butler as agreed to act as a liaison between the Friends Committee and the Buddies. Many thanks to Elly.</p> <p>Lucy organised an evening for the Friends and Buddies last week, she will organise a coffee morning to ensure that a wider arrange of people can attend.</p>	LR
8	<p>Open Morning on 8th October is supported by the Friends in serving refreshments.</p> <ul style="list-style-type: none"> • Lucy to do floristry • Denise to ask estate staff to bring up Friends board • Denise to ask catering staff to provide table clothes 	LR DA DA
9	<p>Halloween invites going out this week for Party in October. 25 helpers have volunteered Helen to ask Hilary for permission to use kitchen for this event</p>	HP
10	<p>Bingo Night – 11th November 2016</p> <ul style="list-style-type: none"> • Chilli and Nachos will be served at Bingo Night – require more soured cream this time • Head Boy, Deputy Head Boy, Head Girl and Deputy Head Girl have been all asked to help and they have agreed • Agreed timings 630 for 700 start. • Claire and Colin will run the bar • Denise to get glasses form Waitrose • Tess to provide piggy bank • Agreed that there will be a free meal for helpers • Tim to provide risk assessment for event • Lucy to forward risk assessment from last Bingo evening to Tim • Denise to organise projector for the evening • Denise will do letters before half term – closing date for event 20/10 • Lucy will bring crisps for the evening • Lucy to purchase additional dabbers if required • Price: £10 for Adults and £5 for Children <p>Volunteers for Bingo evening. Lisa, Nalini, Natasha, Helen Denise, Tess, Jolene, Penny, and Clare.</p>	DA TH TW LR DA DA LR LR
11	<p>Calendars for 2017 Issue with printing 40th logo on the calendars has delayed production.</p>	



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	<p>Calendars required as soon as possible so they can be sold at Open Morning, Bingo evening and Christmas Fayre. Tess to contact Stewart to start production Denise to include pre-order form for Calendar on newsletter.</p>	<p>TH DA</p>
12	<p>Christmas Cards and Wrapping</p> <ul style="list-style-type: none"> Selena has researched various companies and Cauliflower Cards is the best. Lisa volunteered to help Selena with the organisation of the Christmas Cards this year Natasha volunteered to organise Northbrook Wrapping this year 	<p>SB / LS NB</p>
13	<p>Christmas Fayre</p> <p>Lucy shared some thoughts regarding the Christmas Fayre for thought and discussion. Planning meetings in October and November will be used to formalise the event:</p> <ul style="list-style-type: none"> Given how popular the canteen is, potential extension into the Small Hall. In addition, the Solent Suite could be used to serve teas and coffees, and mince pies. Secret Santa: Potentially the bag rack area – however would need to “hide” off, and this area is near the Toilets which may make it difficult to keep secret. Instead of using donations for wrapping presents thought about decorating bags, boxes etc and putting small gifts such as chocolates, small soaps, etc. Need to be careful about items that would require sticking due to time to dry. Many children enjoy picking out a gifts from the donations received so we should offer both options. Discussed where internal and external stalls should be housed. Mixing or keeping separate? Martin Price Building and South Downs Hall Book Stall: Discussion whether to have a book stall or leave for this year. Book stall is very popular, good opportunity to recycle. Need to think of storage areas to avoid going up and down from the cellar. Instead of a bookstall perhaps Usborne Books could be sold? Before deciding on which year stall ideas – good idea to work out which ones make money. Would it be worth allocating a stall for 	<p>DA</p>



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	<p>year which stays the same year after year? Denise agreed to provide figures</p> <ul style="list-style-type: none"> • Grotto would need to move to Small Hall – would look good by the fireplace. • No Programs this year • Inflatables have been booked, bouncy castle, jungle assault course and Rodeo Christmas pudding. Discussion about pricing / use of wrist bands. Claire volunteered Colin to man the Rodeo. • Need to consider having a roving drinks stall – easy access to cold drinks. • Would it be possible to have Christmas Tree sale / reindeers outside the building during the fayre • Subcommittee meetings on 10th October and 21st November to discuss further. 	
14	<p>Future Events</p> <ul style="list-style-type: none"> • Ditcham 70's Ball: March 3, 2017 <ul style="list-style-type: none"> • Will be held at Tithe Barn has been donated free of charge • Band has been booked – personal recommendation Saturday Night Beaver. • Caterers have been booked • Same Bar has been booked with proviso more drinks, and more staff • Leanne Barber has provided information regarding pinball machines / arcade games – before we do research wanted to understand whether to go ahead. Would have them dotted around the lower floor as cannot be taken up the stairs. • Need to discuss pricing for event, as food prices have increased • Organise at sub-committee meeting / after Christmas? • May Event: <ul style="list-style-type: none"> • Would like to consider something different • Perhaps an It's a Knock Out type event. There is a provider which would cost approximately £3500. This event could be run as a sponsored event. This event could be considered too commercial – what are the Friends trying to achieve? What is the goal? • Food Festival with Band at end of the day / Camp over? Something like the Chilli and Apple Festival / Hat Fair • Mud Runs in the grounds? • Run and Dye Event • Also, how would this work with June event? 	



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	Big consideration for the May event needs to be the weather. Could be a disaster if 100% reliant on being held outside.	
15	AOB Table football has been donated by Giles and Vicki Lock. Kerry volunteered to have it stored at her home until the March Ball. Vicki to organise with Kerry / Giles.	VH
16	Next Subcommittee Meeting will be held at 730 on Monday October 10, 2016 at Red Lion Chalton.	