



# The Friends of Ditcham Park School

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

[www.friendsofditchampark.com](http://www.friendsofditchampark.com); Tel: 01730 825659

email: [friendsditcham@gmail.com](mailto:friendsditcham@gmail.com)

## MINUTES OF THE FDPS MEETING

Held on 15.01.19 at 8.45 a.m. at Ditcham Park School

### *Present (Committee):*

Tess Hall (TH) (Chair), Jaime Palmer (JP) Emma Johnston (EJ), Anna Potter (AP), Denise Allen (DA) (Treasurer), Graham Spawforth (GS) (Headmaster)

### *In attendance:*

Jenny Worrall (JW), Lou Bushell (LB), Nicky Corrigan (Minutes)

*Apologies:* Helen Parrot (HP) Sue Hughes (SH) Natasha Beckley (NB) Mark Philips(MP) Penny Slight (PS) Leanne Brett (LB), Selena Barber (SB), Laila Edge (LE)

Agenda Item	Discussion Point / Action	By Whom
1	<p><b>Apologies – as listed above</b></p> <p>Only five committee members were present at the meeting which meant any decisions reached required ratification post meeting. The process adopted in these circumstances is to allow committee members present to cast votes - these are recorded and will count towards the final vote. All absent committee members will receive a copy of the minutes and will be asked to vote on each motion highlighted. TH will collate votes and will advise members of final outcomes.</p>	TH
2	<p>Minutes of the meeting on 27.09.18 were passed. These were proposed by TH and seconded by JP.</p>	
3	<p><b>Committee Resignations and Appointments</b></p> <p>Amanda White has resigned from her role as Treasurer. DA has kindly agreed to resume Treasurer duties for the remainder of the academic year. This motion was proposed by AP and seconded by TH.</p> <p>PS has been appointed Vice Chairperson with immediate effect. This was proposed by TH and seconded by DA.</p> <p>AP asked if photographs of each committee member could be posted on the FDPS website and displayed on the FDPS noticeboard in the Courtyard. TH to obtain and request images.</p> <p>AP asked if all committee members could be contacted to ask permission for their e-mail addresses to be shared with other committee members for ease of communication.</p>	TH/AP  HP
4	<p><b>Treasurer's Report</b></p>	



# The Friends of Ditcham Park School

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

[www.friendsofditchampark.com](http://www.friendsofditchampark.com); Tel: 01730 825659

email; [friendsditcham@gmail.com](mailto:friendsditcham@gmail.com)

	<p>The current bank balance is £11,070. The Christmas Fayre raised £4086 and £317 was raised by Cauliflower Cards. £13,349 is currently available for bids.</p> <p>Bids last term included a bird box (with camera) and picture frames for the Junior Entrance. Pictures of these are to be included in the next FDPS newsletter.</p>	AP/NC
5.	<p><b>Bids Received:</b></p> <p><u>1/ John Harris Storyteller</u> This was proposed by HP and Julie Mothersele for Juniors, to coincide with World Book Day on 7<sup>th</sup> March. Mr Harris is due to visit DPS on 1<sup>st</sup> March (unfortunately he is unavailable on 7<sup>th</sup> March). He is renowned for reading enchanting, spellbinding stories to children - more details can be found on his website: <a href="http://www.johnharristhestoryteller.com">www.johnharristhestoryteller.com</a> Price for the day: £400 All committee members present (5) voted in favour of the bid. GS also supported the bid. <b>Committee members absent from the meeting - click below to vote:</b> <a href="https://doodle.com/poll/na7htczm7hnudcfs">https://doodle.com/poll/na7htczm7hnudcfs</a></p> <p><u>2/ 'Slow Down/Drive Carefully' road signs for School grounds</u> This was proposed by DA. Last term some of the Junior pupils were tasked with producing creative speed awareness road signs for the school, in line with the School's road safety awareness scheme. Four designs were selected by the Junior Management team and the Headmaster. If the bid is granted, the plan is to position the eight signs around the School site, possibly along the drives (provided permission is granted from neighbouring farmers who own the verges alongside). Price for eight signs: £500 plus artwork fees 4 committee members voted in favour (DA proposed) and GS supported the bid. <b>Committee members absent from the meeting - click below to vote:</b> <a href="https://doodle.com/poll/4a54dcu9frppsnsnw">https://doodle.com/poll/4a54dcu9frppsnsnw</a></p> <p><u>3/ Books, games and puzzles for Early Morning Club for Nursery children</u> This was proposed by Kimberley Reid and Clare Falla (Nursery staff). Currently there are limited resources available in Early Morning Club for our youngest pupils at Ditcham. The proposal is to purchase some age appropriate books, games, puzzles, pens etc. to keep Nursery children entertained before the start of School. Storage space would be</p>	



# The Friends of Ditcham Park School

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

[www.friendsofditchampark.com](http://www.friendsofditchampark.com); Tel: 01730 825659

email: [friendsditcham@gmail.com](mailto:friendsditcham@gmail.com)

	<p>required, although DA did not foresee a problem with this and an agreement could be made with the Nursery team.</p> <p>Price: £100</p> <p>All 5 committee members voted in favour and the bid was supported by GS.</p> <p>Committee members absent from the meeting - click below to vote:  <a href="https://doodle.com/poll/q2v9urhqaavkiug">https://doodle.com/poll/q2v9urhqaavkiug</a></p> <p>4/ <u>Two outdoor benches</u></p> <p>Proposed by Lucy Reidy (former Chair of FDPS and current parent). It was suggested the School requires two additional high quality durable benches - particularly for Seniors at lunchtime and for parents to sit comfortably whilst watching matches. These could be communal benches (not fixed) or circular benches around a tree to provide shade in the summer.</p> <p>DA suggested TH liaise with the Estate Bursar, Adrian Trehwella, as he would be able to research various options and advise the committee.</p> <p>Price: £1890</p> <p>A vote was postponed until options are received.</p>	TH
6.	<p><b>Christmas Fayre Feedback</b></p> <p>It was agreed the Fayre was a success, raising over £4000 for the committee. There was a good selection of raffle prizes; the Snow Globe Inflatable was particularly popular and enjoyed by the children, and the activities in the MPB were well received and interactive. Although the number of external stalls had decreased from previous years due to reduced space (no bag rack area), the Fayre looked just as busy and the money raised was similar to 2017. It was noted that external stall holders needing Wi-Fi access in future must apply to the School at least two weeks in advance and directed to Mat Mitas, Head of IT.</p> <p>Although Senior pupils had a stall at the event, very few Seniors actually attended, and those that did were mainly from Form 1. Whilst the Rodeo and 'big slide' were enjoyed by some of the older children, the committee agreed they will need to look at ways of attracting a greater number of older children to next year's Fayre. It was suggested the committee liaise with parents of Seniors to find out what will appeal to their children. Lucy Reidy may be able to help here.</p> <p>Of further note, a different location will be required for the School Choir next year as the noise from the inflatable slides' motors was loud and drowned out the singing.</p>	TH



# The Friends of Ditcham Park School

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

[www.friendsofditchampark.com](http://www.friendsofditchampark.com); Tel: 01730 825659

email: [friendsditcham@gmail.com](mailto:friendsditcham@gmail.com)

	The date for the 2019 FDSP Christmas Fayre was confirmed as Saturday 7 <sup>th</sup> December.	
7	<p><b>Senior Entrance Exam – 23<sup>rd</sup> January</b></p> <p>TH and JP agreed to help serve refreshments in the morning to parents. The Catering team will organise the trolleys with tea, coffee and biscuits. Upon arrival, candidates will receive colour coded name badges and will be separated into groups. There will be signage to direct pupils and parents.</p> <p>The children will also receive lunch and an afternoon snack.</p> <p>Parents are arriving at 3.30 p.m. for afternoon tea &amp; coffee. The School welcomes help from FDPS to serve tea, coffee and flapjacks etc. from approx. 3.15 – 3.45 p.m. TH agreed to help and will ask for additional volunteers.</p> <p>It was suggested the School might like to offer nut free energy balls as a healthy alternative to flapjacks at future Entrance Exam days.</p>	TH
8	<p><b>Horse Racing Night – 1<sup>st</sup> March</b></p> <p>A 'Save the Date' poster has been posted on Classlist and posters put on display on the FDPS noticeboard and Courtyard. The event is suitable for parents and children. A video was shown as an example of a Charity Horse Racing Night, see link:  <a href="https://www.youtube.com/watch?v=e4io7bSL_JO">https://www.youtube.com/watch?v=e4io7bSL_JO</a></p> <p>It was suggested a flyer advertising the event could go out with a letter in book bags from School. DA agreed to amend the poster ready for distribution next week.</p> <p>In the lead up to the event, TH will place a mannequin in Jockey Silks in School to promote and encourage interest from pupils and parents alike.</p> <p>With only six weeks to go, the committee understood the need to organise suitable prizes as soon as possible. It was suggested local businesses may like to sponsor these – with individuals invited to present their prizes on the night. DA suggested local estate agents may like to be involved and GS agreed to liaise with the School Marketing Department and will let the committee know.</p> <p>A sub-committee will meet soon to discuss and plan this event further.  Date: tbc</p>	<p>DA/GS</p> <p>TH</p> <p>GS</p> <p>TH</p>



# The Friends of Ditcham Park School

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

[www.friendsofditchampark.com](http://www.friendsofditchampark.com); Tel: 01730 825659

email: [friendsditcham@gmail.com](mailto:friendsditcham@gmail.com)

9	<p><b>Easter</b> Nothing is organised yet. TH is unable to organise this event and is happy for other committee members to take the lead and organise an Easter Egg Hunt (or something similar) for all pupils at Ditcham on <b>Thursday 28<sup>th</sup> March.</b></p> <p>NC agreed to create an announcement/poster on Classlist asking for volunteers.</p>	NC
10	<p><b>Ditcham 5k &amp; 10k Run</b> The Ditcham Run will take place on Sunday 2<sup>nd</sup> June. This event is the first to be organised by the School (last year's event having been externally organised) and is to be kindly supported by FDPS. If successful, it could become an annual event.</p> <p>FDPS agreed to supply marshals and helpers to serve refreshments for spectators and runners.</p> <p>External stall holders may also be invited for a nominal fee to provide another attraction on the day.</p> <p>It was suggested that training sessions could take place before the event. A parent (Leanne Barber) may be interested in offering these, possibly in the School grounds. TH to liaise.</p>	TH  DA  TH
11	<p><b>May Open Morning</b> The date has not been set yet, but it will be either be Saturday 27<sup>th</sup> April or 11<sup>th</sup> May. GS to confirm.</p> <p>FDPS agreed to run the café. TH will organise a rota.</p> <p>It was suggested that an online booking form could make it easier for volunteers to sign up. Volunteer options could include: Front of House, Kitchen, Back of House etc. A link could be posted on the website and Classlist. DA, TH &amp; NC to investigate further.</p>	GS  TH  DA, TH, NC
12	<p><b>CampOut</b> The date is confirmed as Friday 21<sup>st</sup> June 2019.</p> <p>'Save the Date' posters are on display in School and have been posted on Classlist.</p> <p>The committee watched five videos of potentially suitable bands. After some discussion, the two most popular bands were:</p>	



# The Friends of Ditcham Park School

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

[www.friendsofditchampark.com](http://www.friendsofditchampark.com); Tel: 01730 825659

email: [friendsditcham@gmail.com](mailto:friendsditcham@gmail.com)

	<p><b>1/ Space Boys – a ‘covers’ band</b></p> <p><a href="http://www.space-music.co.uk/media/">http://www.space-music.co.uk/media/</a></p> <p>Price: £845 for two sets of 60 minutes</p> <p>This band received 5 votes from the committee present.</p> <p><b>2/ Key Lime Pi - a 9 piece Ska/Funk/dance band</b></p> <p>(<a href="http://www.keylimepi.co.uk/">http://www.keylimepi.co.uk/</a>)</p> <p>Price: £650 for two sets of 60 minutes</p> <p>This band received 4 votes from the committee present.</p> <p><b>Absent committee members:</b> Please check out the websites listed above and listen to their music, before casting your vote. TH will collate the results and book the most popular band.</p> <p><b>Click here to vote:</b> <a href="https://doodle.com/poll/evbri9ad9d82hwyx">https://doodle.com/poll/evbri9ad9d82hwyx</a></p> <p>With regard to catering, it was suggested the most cost effective way would be for committee members and staff to purchase and cook food themselves. A quantity of portable BBQ’s will be required to do this (FDPS own a BBQ which is kept on site).</p> <p>A tuck shop and stall selling Glow sticks could also offer the potential to raise money. JP agreed to look into Glow sticks prices etc.</p> <p>GS agreed to speak to the PE Department to see if the CampOut could coincide with the Family Sports Afternoon. GS to advise.</p> <p>FDPS own a firepit which is kept on site. In addition, Bushcraft Club have a firepit, which could potentially be used in the wooded area to the north of the site. It was suggested HP liaise with Jane O’Hara regarding using this for the CampOut.</p> <p>With regard to breakfast, TH will look at options (and former chair notes) and will advise on costs/options for bacon rolls and pain au chocolat etc.</p> <p>At the last CampOut, the maximum number of tents allowed was 58. TH/AP to confirm if this is still the case in consultation with DA as School Bursar.</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p>JP</p> <p>GS</p> <p>HP</p> <p>TH</p> <p>TH/AP</p>
--	--	--



# The Friends of Ditcham Park School

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

[www.friendsofditchampark.com](http://www.friendsofditchampark.com); Tel: 01730 825659

email; [friendsditcham@gmail.com](mailto:friendsditcham@gmail.com)

	<p>DA/TH will look at the rules and regulations given to parents and families attending.</p> <p>Those wanting alcohol will need to supply their own (in moderation at a family friendly event).</p> <p>A date for a Sub-Committee Meeting is set for <b>Tuesday 12<sup>th</sup> February at 6.30 – 7p.m at the Red Lion Pub</b>. All welcome!</p>	DA/TH
13	<p><b>AOB</b></p> <p><b>May Fayre</b></p> <p>The last May Fayre took place in 2016. The committee thought it would be nice to do this again. It usually takes the form of a themed event and involves all year groups, plus external stall holders.</p> <p>JP and EJ agreed to lead this, once a date has been agreed by SLT.</p> <p>For the Fayre to be a success, TH agreed to liaise with Class Buddies to find out what activities/events Seniors would like to see.</p> <p><b>Feedback from Survey</b></p> <p>JP agreed to look at the top 5 events suggested by parents from the survey and feedback to committee members at the next meeting.</p> <p><b>The next meeting will take place on 12/03/2019 – 7-9 pm in the library.</b></p>	<p>JP/EJ</p> <p>TH</p> <p>JP</p>