

# HOLLYGIRT SCHOOL – Friends of Hollygirt

Meeting held 4pm-5pm – 24<sup>th</sup> May 2023

Attendees -	Dr. Helen Barsham (HB) Head Teacher
	Mrs Sam Boswell (SB)
	Mrs V Wright (VW) Deputy Head Senior & Head Prep
	Mrs I Wheeler (IW)
	Mr G Dawson (GD)
	Mrs F Brown
Apologies:	Mrs A Bamber (AB) (Secretary)
	Mrs M Maher (MM) Prep School
	Ms Hannah Nisan (HN) Senior School
	Mrs Phillipa Dalton. (PD)
	Mrs Claire Dunstan. (CD)
	Mrs Claire Pooley (CP)
	Mrs Jo Rutt (JR)

Agenda Item	Summary discussion/agreements	Actions
1. Welcome	Doc B welcomed everyone and thanked for attending, gave a little background information about FOH for the newer members	
2. Minutes/Actions	Unfortunately, there were no previous minutes available.	
3. Chairperson	SB suggested that a parent take over as Chair and IW volunteered for the position – Thanks Inge.	IW to take position (with support from the group) with immediate effect)
4. Secretary	AB wasn't present but SB to check whether AB still happy to hold the position.	Sam Boswell to contact AB.
5. Finances	No figures were discussed although bank statements are available on request. SB to get a figure from the bursar to find out what amount is held in the school account for FOH.  Doc B suggested that as no fund raising had gone ahead this year we may leave it until later in the year when ask teachers to place bids for equipment.	SB to check figures with bursar
6. Calendar of events	BBQ – date to be changed due to lack of time to organise and very busy next half term.  Date agreed Friday the 8 <sup>th</sup> of September 'welcome back to	Arrangements to be made via WhatsApp etc.  SB to ask Lucy Wilkins to add to the calendar.

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	<p>Hollygirt – we’ve missed you’ – Has a nice feel to it.</p> <p>Equipment required – BBQ’s, organising stalls.</p> <p>Suggested tombola, Luck Dip.</p> <p>Live music would be lovely – maybe contact Claire Jones and see whether her partner would be willing to attend.</p> <p>BBQ will run from 4-7PM – cleared away by 7:30PM</p>	<p>Volunteers required for roles at the event. 6 x chefs, bar tenders.</p> <p>Alcohol licence to apply for.</p> <p>Committee to organise stalls.</p> <p>Maddy Maher to shop at Costco again (VW volunteered MM!)</p> <p>GD &amp; IW have BBQ’s that they can lend</p>
<p>7. AOB</p>	<p>Whats App – SB suggested anyone new are welcome to join the FOH WhatsApp group.</p>	<p>Send details to SB. Taken numbers of people present – it would be lovely to make the group much bigger – if any member knows anyone who wants to join please send details to SB</p>

**Date of next meeting: - Wednesday 14<sup>th</sup> June**