



## Minutes from RSPA meeting held on 11<sup>h</sup> June 2015

Meeting called to order by Biffo Ordish

### **Present**

Frances Greaney, Marion Murphy, Meenu Paliwall, Biffo Ordish, Maggie Berney, Arunas Ruksnaitis

### **Apologies**

Miriam Graham, Virginia Cullura, Ben Graham, Ashley Robson, Anne Harding, Michelle Hill

### **ITEMS DISCUSSED**

#### **1. Approval of Minutes**

- Maggie Berney proposed acceptance of the Minutes from the meeting held on 30<sup>th</sup> April 2015, Marion Murphy seconded.

#### **2. October Event – Quiz or Ceilidh?**

- It was agreed by the RSPA to go ahead with the Quiz Nigh in October and re-schedule the Ceilidh for later in the academic year.
- Agreed date of event – Saturday 17<sup>th</sup> October 2015, Big School.
- In terms of raising additional revenue on the night, the RSPA will provide a food option in addition to snacks.
- [Wine & Welcome Evening](#) - to be held on last Saturday 26<sup>th</sup> September.
- [Careers Event](#) – It is proposed to hold this event a month earlier due to availability of resources. The proposed date is Wednesday 14<sup>th</sup> October.

#### **3. Spring Fayre**

- The Spring Fayre was a big success this year and Mr Robson wanted to thank the RSPA and all the helpers who made this event happen.
- Meenu Palliwall reported on the finances which raised £7,433 compared with £6,987 the previous year.
- The Spring Fayre attracted over 400 people who paid to enter the event and the good weather was a strong attractor.



#### 4. Upcoming RSPA Events

- [Sixth Form Leavers Drinks](#) – to be held in the Staff Garden on Friday 19<sup>th</sup> June. Over 150 parents and sixth formers are expected. Michelle Hill, Marion Murphy, Virginia Cullara Ben Graham, Frances Greaney and Maggie Berney to help at this event. Set up to commence at 5.30 pm and clear up estimated 8.30 pm
- [New Parents Welcome Evening](#) – to be held on Wednesday 1<sup>st</sup> and Thursday 2<sup>nd</sup> July. All arrangements and helpers in hand.

#### 5. Treasurer Update

- [Royal Mail Postage](#) – It is proposed to set up an electronic account with Royal Mail for postage. The benefits of this approach will be increased efficiency, reduce the need for small claims expenses.  
Proposed by Arunas Ruksnaitis and seconded by Meenu Paliwall
- The Treasurer reported that the current finances are looking healthy with a cash balance of £52,000
- RSPA commitments to expenditure total £32,500 (£7,500 for outdoor equipment and £25,000 towards new science laboratory)
- Finances will be boosted in September with membership subscriptions of new joiners and claiming back Gift Aid.
- [Gift Aid](#) – A Charities Change of Details Form must be completed as the RSPA has previously claimed Gift Aid but the authorised persons have since changed. The change that are to be made are as follows:
  - Change of Authorised Person to Arunas Ruksnaitis
  - Change of Responsible Persons to Marion Murphy and Biffo Ordish.

#### 6. RSPA Website & Forums

- [Website](#) - George Ordish will put together a new look RSPA website for the Committee to review in September.
- [Forums](#) – It was agreed in principle to have a Forum, but a moderator would be required to accept comments.

#### 7. AOB

- Mr Robson thanked Frances Greaney for her role and all the hard work she does for the RSPA. The RSPA committee was in full support of this.
- Maggie Berney proposed a vote of thanks to Frances Greaney, Meenu Paliwall seconded this.



**Next Meeting**

Date: Thursday 17<sup>th</sup> September 2015

Time: 7.30 pm to 9.00 pm

Venue: room tbc

Meeting closed by Boffo Ordish at 8.45 pm, Minutes created by Marion Murphy.