



Committee Meeting Minutes

Date: 9am, 03 December 2025

Present: Maarten Taas (Chair of Governors), Shaun Whiting (Treasurer), Harriet Hurdley-Lees (Chairman), Kim Garcha (Secretary)

Introductions

Brief introductions were made.

Accounts

SW confirmed that the total accounts have been completed. HH and SW will upload those to the charity commission this month.

Allocation of Funds

- Training day breakfast
- Herald Day printing
- Tuck shop (Year 11) – noted a decline in sales due to lack of Apple Pay
- Performing Arts – purchase of radio microphones
- £600 contribution towards the prom

Fundraising

- Teas and coffees at the weekends
- Coffee machine for staff
- Christmas raffle
- JustGiving platform
- EasyFundraising initiative
- Secondhand uniform sale.

Actions

- SW & HH: Complete accounts administration
- KG & SP: Continue organising end-of-term raffle
- HH: Send out JustGiving and EasyFundraising donation link and write Newsletter article.
- SW & HH: Arrange meeting with HOY/AAL/AJH/DIB regarding linking up charity work within the school.
- HH: Send poll to staff and parents to identify wants so we can work towards an aim.
- SW & CM: Organise football competition
- SW: Attend HOD meeting to raise awareness.
- SW: Liaise with ECO group
- HH: Display JustGiving and EasyFundraising QR codes around the school.

Points for Discussion

- Pending: Community Day scheduled for Monday, 4th May
- WEA requires follow-up
- Raising more engagement with parents