CSA Minutes: Monday 15 May 2017

Attendees

Amanda Copeland	Frances Wells	Lindsay Brodin
Cecile Arbus	Bel Ellis	Carolyn Jones
Nick Farnsworth	Sian Gaughan	Sarah Robinson
Brandan Holmes	Hadiza Le Roith	Ben Le Roith
Helen Samuel		

Apologies

None recorded

	COMMENTS	**ACTION**
	Situations vacant • Treasurer (job share required prior to next AGM Feb 2018) • Secretary • Licencing • DVD sales/management	Warm welcome to Sarah Robinson, who is interested in taking on the CSA secretary role!

1	**Finance report – Bel Ellis** • Discussed the school events: a summary of all the events we've had YTD with comparison to previous years • Dad's football and Netball doubled it's years profit compared to last year • All events are bringing in money • No circus in 2017, but Collis will hold a Summer Fair. No Bounceathon for 2017 either • Dexters will continue with sponsorship, with a termly amount – we will add a note to newsletters to acknowledge this. • Donations, received a significant amount in 2015 & 2016 due to specific requests for iTouches and Meadow, no specific requests made in 2017 by the school • Information requested for BTMyDonate • Easyfundraising/EasySearch is recorded in 'other' forms of revenue. The funding amount coming from this is reducing year on year. Easyfundraising - o this invite gets us 50p bonus every time someone joins up - https://www.easyfundraising.org.uk/invite/38ACQ8/JKGPK1/ o Here is the reminder tool - so people should use the link above and then use this • https://www.easyfundraising.org.uk/donation-reminder/ o We will add this to a newsletter soon, but for people at the meeting that wanted to know • £50k in the CSA bank account o £5k reserve o Some items are ringfenced ▪ Playground allowance ▪ Library books funded from the Lantern Parade ▪ Software licences (bounceathon) ▪ Subject resources (Science week etc) • Leaves CSA funds with £43k • The school wishlist for CSA funds will be requested at the next CSA meeting (Monday 10th June) • CSA newsletter is on the website, we issue termly CSA letters that include finance updates. Also the AGM is an important opportunity to understand the Finances in greater detail.	Invite all new Reception families to the Summer Fair – Amanda Copeland https://mydonate.bt.com/donation/start.html?charity=50798 Easyfundraising: add information at the new Reception starters meeting (13th June) – Amanda Copeland For those interested in finding more/registering with EasyFundraising: http://www.easyfundraising.org.uk/causes/collissch School to bring wish list to future meeting Treasurers to provide an update in the newsletter for future once the new spending is agreed – all parents are encouraged to check the website for info on how money is spent.
2	**Email communications** from the CSA/school, comment made that only one email address is registered against a child (LB discussed this is a system limitation)	Suggestion for new families – create a family email address that routes through to all family members
3	**CSA & Parent School fund** are both registered charities	Both charities accept Company fund matching and gift aid

4	**Football & Netball event** (6th May 2017) **– Nick Farnsworth** Over 140 parents/carers playing, and there was a bouncy castle and BBQ so it was more of an event than previous years. The staff team was well received by the children! A Collis team will enter the Cobham League, and looking for another venue for other players	
5	**Golf day** (16th June 2017) **– Nick Farnsworth**	Request to communicate to all
6	**Summer Fair – Cecile Arbus/Frances Wells/Amanda Copeland** Cecile is working hard for advertising, there are a few spaces left to sell	- Send the list of companies approached for advertising out to CSA attendees to generate additional advertisers - Twitter: Amanda Copeland to add a note on Twitter to generate interest on advertisement for the summer fair - Mufti day (Thursday 23rd June?) for the bring a bottle (Bel Ellis to talk to Fiona) to generate a plan - Raffle registration – Frances Wells to check when the registration expires - Decision made to go with this new idea
	Alternate to Story Bus idea, which you can pre book. Frances Wells presented an idea for Dramacube 3 x 20 min show – Peter Pan). Cost would be £150, with cost per child £2 Den building and sculpture making. (competition too)	- Google Darcey Turner; NPL do it for engineering and recycling purposes
	Collis Activity Camp – Rob will organise the inflatables which will be staffed by the Cadets Little Gym have approached Collis to have a demonstration	- Cecile Arbus will speak to Little Gym about their interest
7	**Filming & DVD production: Year 6 end-of-year & Year 2 & 4 Christmas plays.** There is no cover for the Year 6 end of production.	Frances to follow up with the a contact who is interested in filming/editing the school plays - Frances has followed up with Kingston University - Bel to follow up with Year 5 parent & check what Stanley do - Sarah to follow up with Year 4 parent (who is a cameraman) - Follow up with the photoshop on Broad St
8	**Saturday 4th November Collis Fireworks**	Request to look for people interested in taking over the organisation as Frances Wells will need to handover in 2017