



**MINUTES OF BWSPA COMMITTEE MEMBERS' MEETING**  
**held via Microsoft Teams on**  
**Tuesday 11<sup>th</sup> May 2021**

**Present:** Rob Jones (Chair), Nicolette Beardsmore, Kate Doyle (Secretary- Minutes), Tarun Khurana (Assistant Treasurer), Kirsten Webster, Lucy Schofield, Charles Taverner, David Udo, Precious Udo, Nikesh Shah

**Apologies:** Susie Andrews, Julia Forder (Treasurer, Iain Oxley (1000 Club Co-ordinator),

*Action column lists members by their initials*

	<b>Action</b>
<p><b>1. Welcome</b>            The Chair welcomed everyone, particularly <i>New members</i> –  <i>David Udo, Precious Udo &amp; Nikesh Shah</i></p>	
<p><b>2. Minutes of the previous meeting</b>            The minutes of the meeting held on 18<sup>th</sup> March 2021 were AGREED. (Nicolette proposed, Lucy seconded)</p>	
<p><b>3. School Update from Barry Smith</b></p> <ul style="list-style-type: none"> <li>a) Year 11 &amp; 13 going through assessments at the moment (in place of exams)</li> <li>b) Trips/Sports/Activities taking off again – Cricket matches first week of May. More will happen as Lockdown lifts.</li> <li>c) Open Days/Lettings – more happening here too.</li> <li>d) Year 7 Taster days hoping to take place this term.</li> <li>e) Staff Appointments – small clutch of new members of staff – some due to people moving on &amp; some as school is growing.</li> <li>f) Big intake at Year 12 – requires new teachers and classrooms</li> <li>g) Christmas Fair? Should be possible</li> </ul>	
<p><b>4. School Funding Request - New Library Software</b></p> <p>Barry Smith presented the requirement for new Library software to the Committee, main points are as follows:</p> <ul style="list-style-type: none"> <li>a) Current Library Software old - New software required soon</li> <li>b) BWSPA bought previously, software has gradually deteriorated, no longer supported. Currently using a Polish freebie but not worked for the pupils. Staff now using manual back up. Previous system now obsolete.</li> </ul>	

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<p>c) If can get a cloud based software can engage pupils more to encourage them to join the library, enjoy books – so not just for staff.</p> <p>d) Est cost - £2000 – not expecting PTA to fund whole enterprise. Yearly support of a few hundred pounds which School would fund.</p> <p>e) RJ to confirm Committee decision to Barry Smith</p> <p>Committee voted to assist school with this purchase</p> <p>Post meeting note – RJ confirmed our decision to BS. BWS Finance team will contact Tarun directly to arrange transfer of funds - to cover the costs of the software purchase.</p>	RJ
<p><b>5. Matters Arising</b></p> <p><u>Wellbeing Space Pods</u></p> <p>Feedback from School:</p> <p>Dan Brown – prefers Circle moon arch over ‘greenhouse’ style pods</p> <p>Steph Paden – SENDCO also prefers Circle Moon arch</p> <p>a) Possibility of purchasing with South Wilts – Kirsten advised, Head said no, wasn’t something they wanted to do, more interested in Sails</p> <p>b) Circle Arch Moon Gate Seating Unit – with or without table area</p> <p>c) Individual item cost - £389 without table, £510 with table</p> <p>d) Cost for 4 - Just under £2000 without table, just under £2500 with table</p> <p>e) Discounts apply but are not significant</p> <p>f) Delivery £150-£450 depending on number ordered</p> <p>g) Kirsten suggested that some boys preferred them without the tables</p> <p>h) Charles asked how long do they last – poss 5 years, Kirsten suggested 10 year (if creosoted)</p> <p>i) Can be moved</p> <p>j) More for the Lower school</p> <p>k) Can accommodate about 4-6 boys</p> <p>l) RJ to confirm with Dr Smallwood</p> <p><b>The Committee voted to purchase 4 Circle Arch Moon gate pods with tables</b></p> <p>Post Meeting Note – Dr Smallwood has confirmed that School would like 4 units. RJ has now ordered from Forest Timber. Delivery expected August 21 and RJ has asked about using the site team to help erect pods</p>	RJ
<p><b>6. Finance Update (TK)</b></p> <p>General overview:</p> <p>a) Easter Raffle - proceeds £1500</p> <p>b) £8-9000 in the account – Tarun has not had sight of the bank statements</p> <p>c) Prom money is coming into our account – ticket sales are closed now</p> <p>d) Kirsten now selling Rain or Shine tickets thru website</p>	

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<p><b>7. 1000 Club (Iain Oxley)</b></p> <p>Update via email:</p> <ul style="list-style-type: none"> <li>a) Currently 258 entries per month (was less than 180, 3 months ago)</li> <li>b) Account balance at 05 April 2021 (last statement received) £5,355.28</li> <li>c) Funds available for transfer to BWS funds max £3,000 - would propose transferring £1,500</li> <li>d) Also propose a "Midsummer Super Draw" for June - Again double prizes.</li> </ul> <p>The committee agreed to transfer £1500 this time to the BWS funds.</p>	IO
<p><b>8. Planning for Future Events/Activities.</b></p> <p><u>A) Big Projects going forward:</u></p> <ul style="list-style-type: none"> <li>a) Discuss further at the meeting on 24/6/21</li> <li>b) Something non-sport perhaps?</li> <li>c) Charles asked what is the school missing – have they given any views?</li> <li>d) Suggestion to ask Dr Smallwood at next meeting what School would like</li> <li>e) Possible items/parts of new Science lab</li> <li>f) Mental health support</li> <li>g) Elizabeth Jacobs – Pastoral Support – do they have particular projects they require support on?</li> <li>h) Stadium tours - Rob suggested a Rugby stadium – Twickenham? Concession costs £22 per boy for tour. Coach (Assisi) £600 per trip – park for next meeting</li> </ul> <p><u>B) Uniform Sale</u></p> <ul style="list-style-type: none"> <li>a) Next one – Sat 22<sup>nd</sup> May</li> <li>b) People don't need to book individual appointments</li> <li>c) Need donations – rugby &amp; PE Kit, plus blazers</li> <li>d) Nicolette going to put out a message this week (w/c 10/5/21)</li> <li>e) Be useful if people can email in advance what they want</li> <li>f) Nicolette needs 1 other person to help</li> </ul> <p><u>C) Year 7 Parents Evening</u></p> <ul style="list-style-type: none"> <li>a) Thurs 10th June (7.00-9.00pm) - Web event</li> <li>b) Check School calendar for date (Nikki)</li> <li>c) Rob/Tarun can attend</li> </ul> <p><u>D) Rain or Shine</u></p> <ul style="list-style-type: none"> <li>a) 50 tickets sold so far, sold 200 at previous events, have room for more</li> <li>b) Flyers on way to Nicolette – free banner available</li> <li>c) Open doors at 6pm, starts 7pm. Picnic. Committee members to serve drinks</li> <li>d) Held in Headmasters Garden, enter via Exeter St entrance</li> <li>e) Nikki to issue further adverts to parents+/advert in Salisbury Journal via Nikki Miles</li> </ul>	<p>ALL</p> <p>RJ</p> <p>NB</p> <p>RJ/TK NB</p>

	Action
<p>f) Kirsten writing article on this</p> <p><u>E) 6th Form Leavers Ball</u></p> <p>a) Saturday 29th June – need volunteers  b) Lucy/Kirsten going along to help on door – need approx. 6 helpers  c) Suggest Rob asks Nikki to put out a message to get volunteers from parents whose children are attending</p> <p><u>F) Cheese &amp; Wine Evening</u></p> <p>a) Kirsten suggested tying it in with the AGM – usually takes place in November, but probably another date would be better as AGM is a formal event.  b) Discuss at meeting on 24/6/21  c) Budget ?  d) Nicolette suggested late Sept/early Oct to get the year going and encourage more parents  e) Charles suggested holding event before AGM</p> <p><u>G) Other events</u></p> <p>a) Not having a Summer Draw – look at Christmas draw instead – discuss further at meeting on 24/6/21  b) Quiz Night – Nicolette to run. End Jan/early Feb 2022</p>	<p>KW</p> <p>ALL?  LS/KW  RJ</p> <p>ALL</p> <p>ALL  NB</p>
<p><b>9. Dates of Future BWSPA Socials &amp; Meetings</b></p> <p>All meetings start at 7.30 pm and are limited to 1.5 hours</p> <p>Next meeting – 24th June – hopefully in a Pub (restrictions allowing) as we haven't met face to face for so long and gives us the opportunity to meet new members.</p> <p>Suggestion – The New Inn? As has a big outside area if weather is good or areas inside where we can hold the meeting away from the main part of the pub &amp; in relative privacy.</p> <p>Next meeting schedule:</p> <p>September – Thursday 16th ?  October – Thurs 14th  November – AGM – Thurs 18th  January 2022 - ???</p> <p>Meeting ended 20.39</p>	<p>ALL</p>

Any comments or queries about the above minutes or the activities of the BWSPA please email the Secretary via [parents.association@bws-school.org.uk](mailto:parents.association@bws-school.org.uk)