

FRIENDS OF ALBAN
Alban Church of England Middle School
Date of meeting: Thursday 13th May 2010 at 7.15pm

Helen McMurray
Lorraine Dougall
Sue Gledhill

Attendees
Chris Chipperton
Andy McMulkin

Liz Spavins
Gareth King

MINUTES

No	Item	Actioned by						
1	<p>Apologies :</p> <p>Helen read letters from Jackie Walford, Naomi Wood and Alan Wood tending their resignations from The Friends of Alban committee with immediate effect. Those present asked if Helen could please write to them thanking them for their work and support to Alban. There were no other apologies.</p>	HM						
2	<p>Minutes of previous Meeting 26/03/10</p> <p>Agreed as correct.</p>							
3.	<p>Matters arising:</p> <ul style="list-style-type: none"> <input type="checkbox"/> No decision has been made as to whether Friends would get a proportion of the £40,000 back from the Diocese. <input type="checkbox"/> Everyone agreed that the quiz night went very well. Without Frank's help there was a lost of work involved in preparing and cooking and quite a lot of food was wasted. A discussion followed about next time maybe preparing food ahead of time and freezing or buying in fish and chips. <input type="checkbox"/> Mufti day on 1st April raised £431.22 <input type="checkbox"/> Monies from the Easter Egg raffle did not come back to Friends as had done in previous years. 							
4	<p>Finance</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sue gave everyone present the income and expenditure balance sheets for year ending 31st July 2009. The accounts for 08/09 have now been audited and confirmed to be correct by the committee. Gift Aid for this period of time does not show on the accounts as it was applied for too late and will show on the 09/10 accounts but these amounts to £917.16 for 08/09 and £857.45 for 09/10. <input type="checkbox"/> Bank mandates need to be considered and transferred in the light of committee member's resignations. <input type="checkbox"/> The Quiz night sale and return money for the alcohol is still to come back. This amounts to £256.26. <input type="checkbox"/> The £18.00 that was taken from our current to our deposit account by the bank was to ensure that we didn't go overdrawn. <input type="checkbox"/> Current financial position: <table style="margin-left: 20px; border-collapse: collapse;"> <tr> <td style="padding-right: 10px;">Current A/C</td> <td style="text-align: right;">£4,322.72</td> </tr> <tr> <td style="padding-right: 10px;">Deposit A/C</td> <td style="text-align: right;"><u>£5,066.79</u></td> </tr> <tr> <td></td> <td style="text-align: right;">£9,389.51</td> </tr> </table> 	Current A/C	£4,322.72	Deposit A/C	<u>£5,066.79</u>		£9,389.51	
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	<p>Disco Thursday 27th May 2010</p> <ul style="list-style-type: none"> <input type="checkbox"/> Letters to go out at the end of next week ready for tickets to be sold w/c 24th May. Lorraine will speak to Jill. <input type="checkbox"/> Sue will check our cupboard for supplies of drink and sweets and purchase any extra and raffle prizes. 	LD SG
7	<p>Open Evening, Summer Concert & Leavers Do</p> <ul style="list-style-type: none"> <input type="checkbox"/> New intake evening no refreshments required. LD asked that Helen would speak to the parents about Friends. <input type="checkbox"/> Summer concert 8th July. There will be a raffle and refreshments. It was agreed cold punch and nibbles as this went down well last year. Drinks and biscuits needed in the music room for the children performing and helping. Year 8 students to be approached to help prepare the food. <input type="checkbox"/> Recital 30th June. Raffle and nibbles only. <input type="checkbox"/> Leavers disco 20th July. Leavers to bring in food. Drinks only to be provided by the Friends, no pizza this year as it was thought that there is always plenty of food left over. 	
AOB	<ul style="list-style-type: none"> <input type="checkbox"/> Activities Week – The Friends have been approached to fund this. Approximate cost £3000. Also spending money approx £500 for the Year 8 Blue Peris trip and Year 7 Wales trip. On both trips there will be 40 children and 4 adults. <input type="checkbox"/> Fun Run will be 17th September. The sponsor forms will be given to the children on 3rd September. Bottles of water might be sponsored by a parent who works at Tesco. Parent to be approached. Forms and information to be ready by the beginning of the Autumn term. <input type="checkbox"/> Friends AGM 7th October 7.15pm Poster/Flyer needs to be drawn up to drum up support from parents and staff for the Friends committee. Jill will be asked to do this. <input type="checkbox"/> Christmas Fayre - Saturday 4th December 2010 	LD
DON M	Thursday 15th July 7.15pm	All