

Dee Banks Charity Association

Registered Charity Number: 516733

c/o Dee Banks School

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Minutes of the Charity Association 2nd Summer Term Meeting held on Wednesday 12th June 2019 at 10.00am

Present:

David Booth (Chair)

Diane Robinson (Secretary)

Kate Hubbard (Treasurer)

Kelly Roberts (Trustee)

Apologies:

Jude McGuinness (Trustee)

Helen Avraam

Jayne Randles-Blyth

Maxine Croft

Minutes of the Last Meeting

The minutes from the last Charity Association meeting were agreed by all members present.

Outstanding Actions from Previous Meetings

Action: Kelly and Helen to think about organising the Summer Ball for next year.

Action: Kelly to advise a date and venue for the Christmas Party.

David has decided to wait to resubmit bids until we know exactly what we are doing in the future regarding the Log Cabin and Sensory Garden, this will then give a better idea of how to tailor the bids.

Action: David to resubmit bids to the Yorkshire Building Society and Principality when appropriate.

The securing of the additional land from Bishops has gone very quiet over the past few weeks, Jude is planning to meet with the Headteacher before the end of term to discuss this matter further. We need to concentrate on the Log Cabin (Nurture space) first then we can hopefully tie the Sensory Garden in the same plot. We have received a couple of quotes for the Log Cabin for about £20k, these will be firmed up by the end of the term ready for Di and Kate to complete a bid over the Summer Holidays. The bid for £10k will then be submitted during October. Kate has also arranged a meeting with Christian before the end of term to discuss the Sensory Garden.

Action: Kate, Di and Jude to progress gaining land from Bishops and completing the bid for the Log Cabin.

Trustees: Mr David Booth, Mrs Judith McGuinness, Mrs Katharine Hubbard and Miss Kelly Roberts

The Bag Pack for Tesco (Frodsham Street) has been provisionally booked for Fri 4th Oct or Fri 11th Oct, Kate confirmed either dates would be fine. The Bag Pack for Morrisons (Saltney) has not yet been booked by David as he was waiting to discuss with Kelly. After discussing it was agreed that David would arrange for this Bag Pack to happen in November.

Action: David to arrange Bag Pack at Morrisons (Saltney) during November.

Kate showed us the T-shirts which have been sourced for the Bag Packs, all agreed these were excellent and would look very professional. The plan is to have pupils in school uniform and staff/parents in Charity Association T-Shirts.

Action: Kelly to arrange Bag Pack in Morrisons (Bache) during December.

Both Tesco and Nationwide have been in touch with David to remind us that they have staff available to come into school for a few hours to complete some voluntary work, Kate agreed to think about what needs to be completed in school and advise accordingly.

Action: Kate to advise what work needs to be completed around school which could be completed by volunteers from Tesco or Nationwide.

It was confirmed the money from Nationwide (£200) has now been received. The money promised from the Masons has not yet been received. It was agreed we would wait and see what happens with this and discuss further as necessary.

The application for the new minibus via Sunshine Coaches is now complete, this will be sent off in the next couple of weeks. We're hopeful the application will be accepted, and we'll have a new minibus around November this year. David mentioned he may be able to get the money (£16,000) required towards this bus.

The green token schemes are going well at in both Asda and John Lewis. David offered to try and get us on the blue token scheme at Tesco (Frodsham Street).

Action: David to ask Tesco (Frodsham Street) about being part of their blue token scheme.

We are now part of Cheshire West Voluntary Action, David advised we should wait and see what happens with this, we were unfortunately a little late to attend the 'Meet the Funders' event at the Chester Grosvenor, this will be repeated soon to which David agreed to attend.

We have now jointed Give as You Live, this has been advertised via a flyer issued to all parents and placed up around the school.

Action: Di to attach a copy of the flyer to the meeting minutes for others to distribute.

The video to assist with bids is going to be tied in with the video which is being completed by Peter Imray, this should be completed by the end of term. Kate will advise when this has been completed and will have a copy available for use when necessary.

Action: Kate to confirm when video has been completed.

A hard copy of the Articles of Association has been passed to David for information.

Summer Fair

The mayor and mayoress have been booked to open the event which is planned for Saturday 13th July. A list of stalls will be completed by Kate, Jude and Di asap. Kelly has offered for her daughter to host a nails and temporary tattoo stall. Kate will contact Care UK builders regarding a BBQ pack etc. An own clothes day will be arranged in school for bottles to be brought in for the Bottle Tombola. We have also decided on a soft toy collection for a soft toy stall, this did well last year. Ollie has confirmed that he will host a disco again as this also went well last year. A beat the goalie and several other stalls were also mentioned.

David said he should be able to gain a donation from our local Councillors; the Councillor was interested in coming along to the school for a visit to understand what the donation was going towards. No date has been confirmed for this, Kate suggested that the Councillor came along to our Summer Assembly on Monday 22nd July at 10am.

Action: Di to complete a flyer for our Summer Fair, these should be posted to neighbours and a copy sent to David, so he can ensure advertise in local Supermarkets.

Annual Bursary

It was decided that this item should be discussed further at a Governing Board meeting with the School Fund being used for the Annual Bursary.

Appointment of Auditors

Kate asked if we were happy to keep the same auditors as last year (McLintocks) for auditing the year end accounts. It was confirmed by all that we should use these auditors again for this year's accounts.

Finance Update

Kate gave all those present a copy of the Charity Association Accounts. David advised that in the previous years we had received donations from other sources, it was asked if we could maybe ask some of these sources to donate again.

Action: David to review and advise these sources.

Any Other Business

David suggested that several supermarkets 'Community Champions' are interested in joining the Charity Association. It was agreed that David should approach these individuals to ask if they want to become members our Charity Association.

Dorin Park have invited us to have a stall at their Summer Fair, this was too short notice, so we have unfortunately had to decline but have agreed to a stall next year. They are sending us some flyers for their Summer Fair to distribute and we'll also send them some of our flyers to promote our School Fair.

Action: Di to get some more 'Thanks You' cards made up from classes (Mulberry, Palm and Olive) and pass to David.

Out next Charity Association meeting will be held on Tuesday 17th September at 10.00pm.