

Friends of Radnor House
Meeting 27 February 2017

Attendees: Becky Watson (Chair) Caroline Proctor, Kristina Redhouse, Patrick Crossely, David Paton, Hayley Lindsay, Dawn Francis, Vicky Johnson, Sarah Luckham-Down, Lisa Conway, Helen Beckerson and Melissa Edwards

Apologies: Helen Adams, Kara Dellow, Angela Downing

<p>Welcome and intros</p> <p>Becky welcomed all to the meeting.</p> <p>Thanks were given to Caroline for all her work with the former PTA Committee.</p>		
<p>Charities Commission Registration</p> <p>Helen took the Committee through a presentation on the process of becoming a registered charity and the role of the Trustees. Noted that we would need a short document setting out how the charities we support are chosen.</p> <p>The number of Trustees was discussed and it was noted that a minimum of four was required for the charity. Elected Trustees can serve for a maximum of 2 years apart from the Chair and Secretary who can serve for 3 years.</p> <p>Becky spoke about structuring of the Committee and advised that all parents are members of the Committee and for the administration of the Charity status six Trustees would be voted in. AGM to be held in September, all members welcome to attend.</p> <p>Trustees confirmed as:</p> <p>Chair: Becky Watson, nominated by Kristina and seconded by Helen</p> <p>Secretary: Melissa Edwards, nominated by Helen and seconded by Becky</p> <p>Treasurer: Helen Beckerson, already voted in</p> <p>School Head: David Paton</p> <p>It was agreed by the committee members that Helen Adams (sub committee for charities) and Kara Dellow (sub committee for MaDD) would also be asked to serve as Trustees at the next Committee meeting.</p> <p>It was agreed that Helen Beckerson would complete the necessary documentation to register FoRH7 with the Charities Commission and that this would be actioned within the next few days.</p>	<p>Agenda Item: Voting of remaining Trustees</p> <p>Registration documents to be submitted to the Charities Commission</p>	<p>ME</p> <p>HB</p>

<p>Charities</p> <p>Becky advised the Committee that Helen Adams was due to speak about Project La Monde but due to Helen's absence this would be covered at the next meeting.</p> <p>DP talked through how the children had selected the Charities to be supported by FoRH7, which was undertaken on a democratic basis, in keeping with the British Values Curriculum. DP to write a piece explaining how the Charities are chosen for each academic year.</p> <p>Charities chosen:</p> <ul style="list-style-type: none"> • International: Project La Monde, supporting Radnor House Uganda • National: Macmillan • Local: Hospice in the Weald (Churchill), Leonard Cheshire (Pankhurst), Foal Farm (Nightingale) and Mind West Kent (Newton) <p>It was proposed, and supported by the Committee, that the National and Local Charities would be supported for the next 18 months on the basis that the election had taken place mid-way through the school year.</p> <p>It was agreed that the allocation of funds to each charity should be discussed at the next meeting however it was noted that events designed for a specific charity would be ring-fenced for that charity for example the mini-marathon and fund raising for House events would go to the supported charity. It was also agreed that funding targets and gift aid should be discussed at a later meeting.</p> <p>DP advised that the Radnor Cycling Challenge is due to be announced, with a short trip to Paris! The target is to beat last year's fund raising target of £1k. It was agreed that a fund raising website would be set up and Becky agreed to look at the BT community initiative. Also discussed was the possibility of business sponsorship.</p>	<p>Agenda Item for next meeting</p> <p>Report on selection of charities for CC</p> <p>Agenda Item: allocation of funds to Charities</p> <p>To research fund raising websites and corporate sponsorship</p>	<p>ME</p> <p>DP</p> <p>ME</p> <p>B</p>
<p>Quiz night</p> <p>Caroline provided an update on the forthcoming Quiz Night. Ticket sales were strong with around 130 being sold, noted that most year groups entered a team but fewer teachers attended due to the School Open Day taking place on the same day.</p>	<p>Helen - to arrange float for event</p>	

<p>Summer event Becky advised that due to a few logistic challenges with school building work taking place, that it would not be possible to proceed with a Summer Ball, though noted that this would be on the agenda for 2018!</p> <p>Instead a summer festival would be held with live music and children entertainment to be held on the 17th June. It was discussed whether any of the older students might like to perform and DP advised he would follow up.</p> <p>Becky agreed to look at corporate sponsorship for the event.</p> <p>The Committee was in agreement with the event going ahead and for Becky to confirm bookings</p>	<p>DP: advise whether any of the older students would like to perform at the Summer Festival</p> <p>Becky to arrange bookings</p>	
<p>Dragoon Boat festival Becky talked through the annual Dragon Boat Festival held in September (adult team event at Bewl Water) which could be used for fund-raising. The Committee agreed that FoRH7 should participate and DP agreed to underwrite the £300 entry fee if we failed to get a team together.</p> <p>Becky tabled a proposal from a Year 7 Mum for a Ladies Styling Event whereby FoRH7 could earn a donation from ticket sales. However, it was agreed, that we would not be adding any additional ticketed event this year. It was suggested that it could be run as a Year 7 Parents event instead.</p>	<p>Becky to sign up RoFH7</p> <p>Lisa Conway to follow up</p>	<p>BW</p> <p>LC</p>
<p>Next meeting: 8th May 2017</p>		