

**Friends of Radnor House Sevenoaks**  
**Meeting Minutes: Tuesday 5<sup>th</sup> May, 2020**

**Attendees:** Liz Baker (Chair, LB), Deborah Spencer (DS), Fraser Halliwell (FH), Helen Adams (HA - Secretary), Becky Watson (BW), Angela Downing (AD), Sara Henderson (SH), Louise Lay (LL), Sam Pain (SP), Wiebeke Vuursteen (WV), Helen Beckerson (HB).

**Apologies:** Gemma Wood (GW), Alessandra Edge-McKenna (AE)

<b>Welcome and intros</b>	<b>Actions</b>	<b>Owner</b>
LB thanked all for attending this meeting held ‘virtually’ using MS Teams		<b>LB</b>
<b>Charities Update</b> <ul style="list-style-type: none"> <li>- Helen gave us an update on how the charities are coping during the Covid-19 Pandemic.</li> <li>- We have received messages of thanks for the early payment of £1000 to Foal Farm, West Kent Mind, Bradbourne Riding, Leonard Cheshire and Project le Monde.</li> <li>- Leonard Cheshire website is appealing for donations for PPE. Wieb offered to put Oxted school in touch. Helen will advise.</li> </ul>	WV/HA	<b>HA</b>
<b>School Community Update</b> <p><u>Friends Activity:</u> Helen gave info about 2 initiatives to engage with families</p> <p><b>Family Quiz</b> – this was discussed at length and Fraser offered technical solutions incl. MS Forms, Kahoot and Zoom. Later in the meeting we agreed we would try for Sat 16<sup>th</sup> May. Wiebeke suggested that she ask Silly Billy to host the quiz. Becky suggested that we engage with the class reps to seek quiz question rounds from groups i.e. History, Music sections etc. Suggested entry of £5 per team was put forward with an option to also make a donation to an NHS/local CV19 charity. Sara suggested a gift could be purchased and delivered directly to NHS workers on the front line. Helen is also working on ‘donate’ buttons to facilitate online payments and these will be arranged by house/charity.</p> <p><b>Silent Auction</b> – Wiebeke gave us a run-down of what we can offer in conjunction with professional auction company Superstars. Lots would also include affordable options and something for the children. The auction could be open for 2 weeks giving people plenty of time to bid/watch their bid.</p> <p><b>In conclusion it was decided that the quiz should happen first to make the most of the lockdown time where families are looking to do online things and to help us all engage socially. It was confirmed that the auction could happen later on (date not set).</b></p> <p><u>School activity</u></p> <p>Fraser shared that the senior school pupils have had been informed, through an assembly that time is to be given over to activities to engage groups in the afternoons. There will also be house assemblies. It is hoped that this will give the pupils a sense of community and provide interaction outside the ‘normal’ online teaching. Though fundraising is not a priority there is a possibility that pupils choose to do something themselves. Various ideas were suggested, including several by Becky. Angela offered to assist with a recipes compilation. It was also thought that a culmination of images and text throughout the CV19 crisis would be well received and something to look back on in years to come.</p> <p>Fraser commented that the more the children do towards some of these items the better. Please forward ideas to Tom Green. <a href="mailto:tgreen@radnor-sevenoaks.org">tgreen@radnor-sevenoaks.org</a></p> <p>Sara commented that the older pupils may engage within their houses, as a level of competition comes into play. We agreed.</p>	WV  HA      BW/AD	HA    <b>WV</b>    <b>FH</b>

<p><b>Ben Nevis Update (October trip)</b></p> <p>Becky spoke about the difficulty of pre-planning this trip. In addition to government rules and airline difficulties we also may be affected by the participants change of circumstances. It was agreed that we would re-visit this topic in our next Friends meeting. A further payment is not due until the beginning of August. Becky advised our deposit is not refundable, but this may change if the provider cancels.</p>		<p><b>BW</b></p>
<p><b>Treasurer Update</b></p> <p>Liz confirmed that sadly Terry Smith gave his resignation on 22<sup>nd</sup> April 2020, with immediate effect. Terry also asked to be removed as a Friends trustee. Terry has contributed greatly to Friends and he will be missed.</p> <p>Liz explained Helen Beckerson has kindly agreed to receive a handover from Terry and will be temporary treasurer until a permanent solution can be found. Sam Pain will also provide the committee with figures – a financial update for our meeting and an end of year account. It is hoped that this will give us more transparency and aid decision making amongst the group. Liz has asked a parent if they'd like to be Treasurer and will inform the committee of progress at our next meeting.</p> <p>Helen B confirmed she has asked Terry for the necessary handover but is waiting for Terry to provide the info. Liz commented that Terry had a return to do, but that she would contact Terry.</p>	<p>HB/LB</p>	<p><b>LB</b></p>
<p><b>AOB</b></p> <p>Gemma Wood informed Liz that our fireworks (Nov 6<sup>th</sup>) may not go ahead due to social distancing rules. Government/school policy pending, Gemma will contact Andy Foley of UK Fireworks Ltd to enquire about our deposit and a possible move of the date to 2021.</p> <p>Our 1920's Ball has been moved to Sat 26th June 2021 Easyfundraising supporters now number 21, our goal (which is quite fluid!) is 30 School loose change collection continues – keep going – every penny counts!</p>	<p>GW</p> <p>LB</p>	<p><b>LB</b></p>
<p><b>DATE OF NEXT MEETING: (to be confirmed)</b></p>	<p>Book room / arrange MS Teams</p>	<p><b>LB</b></p>