



Minutes of the Meeting of the Ashlyns School Association

11 February 2025 7.00pm – Boardroom

Present: Martin H, Nicola D, Anna K, Jan B, Andrea W, Sarah W, Becky H, Rachel B, Monika M, Melissa S

Apologies: Helena P, Jules G, Amy C, Dhrooti M, Jo H, Elsa R, Charlotte H

- **ASA roles & volunteers**

- Martin H - Chair / Nicola D & Anna K - co-Secretaries / Helena P - co-Treasurer / Amy C - Social media / Becky H - bar responsibilities (& Craft fair cafe catering)
- Jules G - co-Treasurer looking to step down from the role, although not stepping down from ASA
- Jo Harding - stepping down as the lead for the Craft fair cafe catering
- Where possible, it seems appropriate to double up on some roles - Monika M volunteered to support Amy with social media / MH to contact Beth Kidd in order to share the sign up genius role

- **Comms**

- MH expressed a desire to check our ASA contact list, following difficulties experienced last term. His intention is to see whether comms can go to the school's contact details and ask people to sign up a-fresh to the ASA.
- Regarding the eBulletin, it was agreed that the ASA's current placement is often missed. For important announcements, particularly at the start of the academic year (a key fundraising period), the ASA will request a more prominent placement within the main body of the eBulletin via AW
- The group decided to create a dedicated ASA newsletter to launch the new academic year. Given the numerous fundraising activities planned and the influx of new parents, this newsletter will consolidate all relevant information in one convenient location.

- **Treasury update; current bank balance**

January Bank Account balance	£37,634.95
Paypal Balance approx.	£15,000.00
Total approx.	£52,634.95

2024 Overview & Financial Update:

We have made a great start to the 2024/2025 fundraising year with the events held so far raising over £11,000!

Event	Profit
Halloween Disco	745.18
Craft Fair	5,225.64
Festival of Light	1,703.46
Hamper Raffle	3,080.60
Carol Concert	252.68
Santa Sleigh	592.00
Easy Fundraising	207.36
Bags2School	60.00
	<u>11,866.92</u>

One of our biggest fundraisers of the year - the ever popular Craft Fair was a great success and made over £5,200. An increase in profit of almost £500 compared to last year.

The Halloween Disco was another great success and with over 200 tickets sold. It was lovely to see all the students dressed up, and the Hall looked amazing!

Unfortunately, due to Storm Bert our tombola at Berkhamsted Festival of Lights couldn't go ahead. However, our troops rallied and were able to set up a stall at the local Antique Market, and even though the weather was dreadful and the crowds few they managed to make a profit of £1,700 and clear the large stock of bottles and chocolates that were donated.

The Christmas Hamper raffle raised over £3,000! The Hampers looked amazing and I'm sure were enjoyed by the lucky winners!

In addition to the above the Carol Concert, Santa Sleigh, Easyfundraising and Bags2School raised an another £1000!

Massive thank you to everyone who lead these events, and all who helped run them, as well as the parents who donate bottles, chocolates and Christmas hampers gifts.

- **School update**

- The music block extension work is ongoing and should be open at Easter. The classroom in the modern language corridor in the main school will be refurbished with equipment supplies etc.
- The next focus for the school to refurb will be the Science and technical classrooms - design & tech / food tech

- **Allocation of funding - school requests**

- **Approved:** Request from Mrs Manns, Head of MFL for the renewal of a one-year subscription for an online platform. This platform is used across all Key Stages and in both languages. The ASA has paid for this in the past.
Cost for 1-year subscription is £280
- **Approved in principle:** Request from Mr Preston, Head of PE department for new Rugby posts and post protectors for the netball courts (inside and out). The school will need to budget for these items within the next year but would opt for the basic standard models where available. The ASA's support means we could have much higher spec. which would be beneficial to the sport participants and the longevity of the equipment.
AW to confirm the uplift price, which the ASA agreed to fund - **ACTION AW**
- **Approved:** Request from Ms Welch for new cameras for the Photography Department. The ASA supports paying for Option 1: Best setup: Four Canon EOS 90D cameras (or similar),

second-hand if possible; High resolution and fast autofocus for both classroom and event photography

Total cost: £4,000 for four cameras, including lenses

○ **Ski request**

- The ASA was asked if it would support, via a nominal amount of funding, a student who represented the school in the British Schools ski competition in Verbier. However, the ASA decided against supporting this individual student, citing concerns that it benefits one individual student, when many other students demonstrate similar talent in various fields, including team-based activities, and that supporting one individual could set an unsustainable precedent for future funding requests.

● **2025 Events**

○ **100 Club**

- We still have a very small uptake on the 100-Club, which is disappointing when it has such potential; we therefore need to consider alternative ways of promoting it.
 1. Potentially rename the club, to include the name lottery, to help people understand what it is
 2. Lean into the opportunity to win a cash prize when promoting it
 3. Make the sign up easier - create a form that can be directly linked in the ebulletin, rather than ask people to email the 100Club address (ND to work with SW to create) **ACTION - ND & SW**
 4. Aim to 're-launch' the 100-club with new name, and new process the first friday after half term

○ **This term:**

■ Quiz night

1. All is in hand; and tickets have now sold out. (n.b. Organising team to ensure a table is always kept for the school's SLT)
2. Paul Chambers is booked / quiz masters booked up / medals etc. done
3. It was agreed to provide a top up bar, as this generated £200ish previously. This will be run by Martin & Lisa - **ACTION MH**
4. Need a tens licence for this, which Martin will apply for: **ACTION MH**
5. Jan to do a stock take of the ASA cupboard and see as much of this as we can - **ACTION JB**
6. We've publicised the cake auction and will continue to push for donations

○ **Summer term:**

■ Comedy night

1. No update; ND shadowing DM

■ Summer Concert

1. No update; ND to confirm if the date for the summer concert is 9th July **ACTION ND**
2. Year 7 New2You Uniform Sale
 - Opportunity for the ASA to have a stand; worth producing a leaflet explaining what the ASA is, what it achieves and how it contributes to the school community
 - (Incidentally, ND to check with Fiona Thompson whether anything goes out to new Yr 7 parents regarding the ASA) - **ACTION ND**

○ **Autumn term:**

- School Open Evening - 1st Thursday in October for Year 7 applicants, (6th Form Open Evening is 2 weeks later). ASA will ensure it has a presence with a stand in the LRC. In addition AW gives out leaflets outside the Chapel (and could do with another volunteer to help). It's worth letting all new parents know there is a thriving ASA.
- Halloween Disco - MH to confirm with AC if she's happy to run this again (in tandem with MM) (Date tbc as 23rd October) - **ACTION MH**

- Craft Fair - RB confirmed she's happy to run this again (Date tbc as 16th November)
- Festival of Light - MH to confirm with HP if she's happy to run this again (ND to register our interest for the stall again) - **ACTION MH**
- Carol Concert
- Hampers - Jan confirmed she & Monika are happy to run hampers again
- Santa Sleigh - MH to confirm with Clare F if she's happy to run this again - **ACTION MH**

- **Fundraising Ideas**

- Update on The Handlebards July 2025
 - The Handlebards are not available for the 12th July
 - ND has approached a number of touring theatre groups, with varying degrees of professionalism. She will produce a short-list document for review to agree whether or not it goes ahead. - **ACTION ND**
- Update on Burns Night 2026
 - Band is booked and the date is confirmed
 - AW mentioned there are bagpipers within the school - AW to contact - **ACTION AW**
- Wreath-Making
 - This has previously been run as an ASA fundraising activity; MH raised concerns about distracting from an already very busy fundraising period, but if it can be achieved with limited ASA resource we should consider it.
 1. ND to check with the Treasurer's how much we've made in the past - **ACTION ND**
 2. JB to approach the owner of Apple Blossom, who has run this in the past - **ACTION JB**
- Easyfundraising
 - This needs an additional push, as fewer & fewer people are aware of it as an easy no-effort way to raise money for the association
- New2You additional donation
 - There has been a comment about how inexpensive the new2you school uniform is, and whether we can ask for additional donations. The ASA consensus was that we keep it low, to benefit everyone.
 - However, it was agreed that we should give people more opportunity to donate but placing the donation buckets out at all the events

- **AOB**

- There was a request to find out how successful the Massolit subscription was that the ASA funded for 1-year for 6th form use from July '24. ND to ask via AW - **ACTION - ND**

Thank you to everyone who came!

See next page for consolidated list of actions

List of Actions:

Action	Responsible
<ul style="list-style-type: none"> ● AW to confirm the uplift / ASA funding requirements for the PE bid 	AW
<ul style="list-style-type: none"> ● ND to work with SW to create a Google form for 100Club 	ND / SW
<ul style="list-style-type: none"> ● New name for 100Club to be agreed <ul style="list-style-type: none"> ● Currently thinking of retaining the name, but adding Ashlyns private lottery? 	MH?
<ul style="list-style-type: none"> ● Tens licence applied for, for Quiz night 	MH
<ul style="list-style-type: none"> ● JB & MH to stock take for top up bar at Quiz night and agree what gets sold, what needs to be purchased 	JB / MH
<ul style="list-style-type: none"> ● MH to run top up bar at Quiz night 	MH & L?
<ul style="list-style-type: none"> ● ND to confirm all the dates for the rest of the year's fundraising events 	ND
<ul style="list-style-type: none"> ● ND to confirm whether any ASA material gets sent to new Yr 7 parents 	ND
<ul style="list-style-type: none"> ● MH to confirm that AC, HP and CF are all happy to continue to lead Halloween disco, Festival of Light and Santa's Sleigh respectively 	MH
<ul style="list-style-type: none"> ● ND to create a proposal of options for a production the day after comedy night 	ND
<ul style="list-style-type: none"> ● AW to contact school bagpipe players to see if they would participate in Burns Night '26 	AW
<ul style="list-style-type: none"> ● ND to check what profit has been made previously through wreathmaking with the Treasurers <ul style="list-style-type: none"> ● answer - £400ish 	ND
<ul style="list-style-type: none"> ● JB to contact the owner of Apple Blossom, to see if they would be happy to run a wreathmaking workshop 	JB
<ul style="list-style-type: none"> ● ND to follow up with the school to see whether the Massolit subscription was a success <ul style="list-style-type: none"> ● Awaiting response from AW 	ND