



MINUTES OF MEETING

Thursday 23 October 2020

*Due to Covid 19 Restrictions attendance was only kept to Committee members.
No financial decisions were to be made given not quorate*

Present: Helen Westmoreland (Chair), Helen Bennett (Treasurer), Emma Turner (Vice Chair)

- 1. Apologies:** Rebecca McCluskey (Secretary)
- 2. Minutes of last meeting:** approved
- 3. Matters arising**

AGM

It was agreed that although Helen W had officially stepped down as Chair of CHAPS last year and changes with replacements within the year that Helen W would take back the role as Chair until the next AGM in Sept 2021. Both Helen Bennett and Emma agreed to continue their roles until the next AGM in Sept 2021. Rebecca McCluskey to continue as Secretary (confirmed separately out of meeting) until AGM in Sept 2021.

Helen W to liaise with School regarding arranging a new CHAPS committee for Sept 2021 and taking forward as for some existing parents on the Committee 2021 will be their last year at the school.

Financial requests: none

Future events:

Given the current Covid 19 environment it had been agreed between CHAPS and School that any large scale events would be difficult and therefore a Christmas Fayre sadly this year would not be arranged.

Christmas Raffle

Agreed with School that this could be accommodated and the draw could be recorded as a video to put on the website. School agreed they would be happy to lead on distribution of tickets around families, staff and governors and the request for donations of prizes.

Action: Rebecca McCluskey to arrange raffle tickets

Action: Helen W to liaise with School dates for drawing raffle – could Santa do this when he visits school?

Just Giving Page

Discussed setting up a Just Giving page that could be shared on Parent Pay for families / wider across community members.

Action: HW to liaise further with school

Santa

School confirmed that they would still love to be able to have Santa attend in school to see the children and deliver a gift. School agreed they would risk assess a safe way of making this happen. CHAPS to provide the gifts.

Action: Helen B to look at purchasing gifts and liaise with CHAPS members for support in wrapping.

Action: Helen W to liaise with School / approach John Coopey to see if he could assist with Santa again.

Calendars

Helen B leading and liaising with School re numbers / design.

Christmas Crafts

School suggested the children may well have an afternoon making Christmas crafts for parents to purchase as a possible CHAPS fundraiser. Advised by School that Mrs Lindley can consider who is best placed creatively to lead on this in school. Agreed in the meeting that CHAPS would be happy for school to lead on this where possible.

Bags to School

Happy to support if Mrs Charlton can book in and advise dates

AOB

CHAPS New Committee

Action: HW to draft note asking for parents to consider being part of the CHAPS Committee / support – new parents / carers needed!

Date of Next Meeting: January 2021 – date and time tbc