



## **AGSF Committee Meeting 26/2/25 Minutes**

Attendees; YB, GF, JG, HS  
Apologies: RT

### **· Welcome, minutes, actions**

Minutes accepted; actions passed or updated

- HS to add committee minutes to website

### **· Induction process for Julia**

- YB to write Induction checklist to save for new committee members
- JG has been DBS checked by AGS
- JG needs to undertake online training- JG to email Karen Andrews to ask for training link
- JG been set up as bank account holder with JP removed
- Charity trustee - HS to contact Charity Commission to remove JP and replace with JG
- JG has received briefing and log-in details for the ordering accounts (Tesco, Amazon Business, Facebook, Sum-up, JL Bookers and ebay)
- HS to add JG access to Google shared drive and remove JP
- Agreed to close the email account set up for ordering before access was available to AGS shared drive. JG to action closing that email account.

### **Debrief school play – length of interval/service time; alcohol issues/future**

- No feedback from school around length of interval/speed of service - was efficient and good income generated
- Alcohol - will not be served at any school events in future; PTFA events can serve alcohol
- Discussion surrounded what profit margin the alcohol provides, given that license fee is £20, and many attendees are driving or children. Consideration of non-alcoholic drinks (e.g. San pellegrino, non-alc beer etc)

- Action - GF to review income and profit from licensed events taking into consideration the cost of license and whether worth the effort.
- **Quiz night – brief update re planning meeting**
- As per notes from planning meeting; HS has checked with staff around removal of partition wall - won't be permanently removed until Summer; request that walls are removed for quiz night, bar to be positioned in extension to increase capacity in hall. HS to action
  - HS to obtain list of nationalities for attendees at school to provide to Shannon Mackay for inclusion in quiz

### **Pull-up stand - contents**

Generous support from a parent in providing pull-up stand for PTFA; Robyn has provided some design ideas; discussed and YB to feedback.

### **Forthcoming – parents evenings (12/3 Y9 – in person, think rest are virtual?), school concerts – not got dates yet;**

- 12/3 is in person, rest are virtual
- HS has already provided the date for Spring Concert - to recirculate and see if there is a date set for Summer Concert

### **Food Festival – update from preliminary actions**

- No bookings are in sports hall; school likely to participate but this would only exclude a few parking spaces.
  - HS to check capacity for use of tennis courts as overflow
  - JG has raised initial approach with Food Festival who will respond within a few days
  - Intention to sell tickets in advance and have registration numbers recorded; sell any spare capacity on day
  - Volunteers - double on first shift then reduce as car park fills - no responsibility to patrol the site
  - Once car park full can close the entrance gates; pedestrian access via gates nearest town and cars can exit through automatic gates
  - Careful consideration of number of volunteers; access to toilets as school likely to remain locked;
  - Consideration of cost - what are others charging? Do we offer a discount to AGS parents/staff?
  - Event is from 9- 5pm - consideration of what time we need to be on site from and when can leave.
  - YB to contact Parentkind to discuss insurance implications for volunteers
  - Happy to proceed on this basis
- **Suggested additional Bingo night – end of year**

- Some volunteers had suggested another bingo night at the end of the summer term; happy in principle however need to keep in view
  - HS and YB will be committed and unable to assist - not an issue as long as plenty of volunteers share the load
  - Will need to consider exam timetable and timing
  - For agenda of PTFA meeting on 4/3 to discuss and agree
  
- **Future fund-raising ideas – updates from recent discussions**
  - **Branded gin/other items** - school is moving to no-alcohol approach (other than PTFA events), so could not support this, but other branded goods could be a good idea (e.g. chocolate? Pottery?) for further consideration as the idea works, just not alcohol
  - **Parents loyalty card** - encourage AGS parents to shop more in Alcester by selling a loyalty card - businesses commit to a benefit (e.g. % discount, buy one get one free, etc); parents pay £25 (eg) to receive a card. Money to AGSF, discount to parents, business to local shops - YB to progress discussions with local businesses
  - **Joules/Boden/Crew Clothing outlet** - agreed as a good idea; need to check other PTAs aren't doing so not in competition. (JG reports Alcester Academy never done and not planning). Would need to be a weekend; potential costs in site maintenance laying carpet, and/or site security providing access. JG to find out more info about potential dates. Agreed as a good idea
  - **Workshops using school premises** - non-starter currently as school lettings being reviewed and becomes self-defeating if losing letting income. Pended
  - **AGSF Drinks card** - sell a drinks card at start of academic year at set cost, and it affords hot drinks and squash to bearer for school year. Would need to work out anticipated use/cost for charge to ensure it raises money. Would provide an opportunity for school to give cards to struggling families. Potentially good in principle - needs some figures working out. YB to progress
  
- **Planning for welcoming new parents in Summer term – what should PTFA comms/offer be? Timetable**
  - Plan where PTFA can offer best approach to new school parents in induction phase; which events and how? Catering at events, leaflets, slides, stall etc..
  - HS to request from school when they would see this working best and identify dates and approach

- **AOB**

None

- **Date next meeting**

PTFA meeting next Tues 4th March, 7pm in school