



Colchester High School Association
Wellesley Road,
Colchester, CO3 3HD

COLCHESTER HIGH SCHOOL ASSOCIATION AGM Agenda Friday 29th September 2017

1. Apologies

Received from Joanne Bradley & Ana Belen

2. Highlights from the past year

Vanessa McMahon gave an overview of the past year's activities and handed out a report to all those present. This will be available on the CHSA website.

3. Financial report

Helen Clarke handed out the financial report for 2016/7 including details of items spent over the past year.

Our current bank balance is £8,358

It was discussed if term fees can be rounded up, to enable parents to opt out if they do not wish to have this additional funding given to the CHSA. This will be similar to what most shops and restaurants do now.

Action: David Young and Helen Clarke to discuss with the Finance Department if this can be done.

4. Election of Trustees for the CHSA Charity Committee

Vanessa McMahon provided details of officers who were standing down:

Natalie Napier, Jenny Stokes and Katharine Evans – Co-Chairs
Jo Davenport, Ana Belen, Catherine Bickersteth & Andrew Croydon – Trustees

All other Trustees members remain.

The full 2017/2018 CHSA Trustees are as follows:

- Vanessa McMahon as Chair
- Helen Clarke as Treasurer
- Staff Trustee member - David Young
- Parent Trustee member – Jo Bradley



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6. Funding requests

Item 1 – Summer Ball Deposit - Approved

Requested by: Vanessa McMahon

Cost: £1,800

Description: **2018 Summer Ball** open for parents, staff and friends of Colchester High School on **Friday 1st June 2018 at Le Talbooth**, Gun Hill, Dedham, Colchester CO7 6HP

£60 per ticket this includes Drink on Arrival / 3 Courses and Tea/Coffee & Chocolates and Live Band, need to have 100 attendees to break even, the venue is up to 150 and they will be expecting 120 which is the minimum deposit required £15 per head for 120 attendees.

It was discussed if we could collaborate with Old Boys Club for CHS & Oxford House to increase attendees and auction items.

It was also mentioned that companies do bring memorabilia to functions and if the items are not sold then the company just takes it back, there will be a fee involved to bring items to the function, Vanessa McMahon will look into this.

Action: David Young & Vanessa McMahon to discuss with Oxford House.

Action: Vanessa McMahon to look into companies that could provide memorabilia for auction at Summer Ball.

Item 2 – Vex Super Robotics Kits - Approved

Requested by: Ben Abbot / Joanna Riddell

Cost: £538

Description: Stem Club would like to buy 2 Vex Super Robotics Kits, these are reusable and will enable students to work together and fire their imagination whilst learning many new skills. All Upper school children are welcome to join the club which currently has 10 students each week, however with the introduction of these kits it is anticipated more students will attend. This will also mean the students can compete with other schools who have robotics clubs. These will also be show cased at the Christmas Bazaar for all committee members to view.

It was agreed that further funding requests will be considered by committee in the next meeting for Lego Educational Kit and a National Grid competition kit depending on the success of the club and these new kits.

Item 3 – Stone Moulds, Cement, Paint and Decorations for Gardening Club – Approved

Requested by: Joanna Riddell

Cost: £115

Description: As winter arrives I take garden club indoors and we do a lot of crafts instead, the students would love to do some stepping stones to take home as Christmas presents, I would like to get 2 plain moulds and they will decorate them with things found outside from the forest or



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beach etc, and one special mould that will have a picture they can paint. The moulds are reusable.

7. Update of upcoming events

- CHSA to attend School Assemblies and Meet with School Councils
 - Volunteers to attend Junior & Senior School Council Meetings
 - Volunteers to attend Assemblies
 - Planning meeting for the Christmas Bazaar for those who would like to help out on Friday 13th October 2017, 8.40am in the Refectory.
 - Lower School Harvest Celebration Disco – Friday 20th October at 3.15pm – 5pm
 - Need volunteers for drinks stand and helping out during the disco
 - Christmas Stall – Wednesday 6th & Thursday 8th December at 10am – 11.20am
 - Need volunteers to help on the stalls with the Seniors
- Christmas Bazaar – Friday 1st December 3.30pm – 5pm
- Need volunteers to help throughout the day to setup and also during the event
 - Volunteers for Open Meeting
 - Saturday 7th October – Vanessa McMahon will cover this.

8. Date of next meeting

- Our next full meeting will be on Friday 2nd February 2018. There will be a planning meeting for the Christmas Bazaar for those who would like to help out on Friday 13th October 2017, 8.40am in the Refectory.

7. AOB