



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

CHSA Spring Committee Meeting 2nd February 2018

1. Apologies

Received from Louise Philips

2. Overview of Planned Fundraising Events 2018 – Vanessa McMahon

Mother's Day & Father's Day Stall

- Volunteers to help on the day during break times 9.30am - 11am

Summer Ball Friday 1st June 2018

- With the Ball now booked with a live band, there is a capacity of 170 (17 tables) available. We do need 100 attendees to break even to pay for all costs.
- Now with Colchester High School having closer links to Oxford House, Mr Young will reach out to the Oxford House head mistress and see if they would be willing to participate in the evening. Ticket sales will be cut 50/50 once the 100 seats to break even are filled. There will be no splitting of profits from auction items.
- The committee discussed previous Balls and how the auction items have been procured in the past. Vanessa will follow up on professional auctioneers to determine costs. Other team members to follow up.
- Discussed teachers, catering and parents who may be able to provide auction items. We would really like to have the senior school parents get involved. We really need volunteers to help gather these auction items.
- Look at photo booths and a photographer to attend. Vanessa to follow up with photo booth and Jo to check on photographers.
- All agreed that letters should be sent out to parents before half term regarding the event and to start ticket sales. It is only with the support of the CHSA parents that this event will be able to be held and be a success.

3. CHSA Financial report

Helen Clarke handed out the financial summary including items spent since September 2017.

Our current bank balance is £11,696.73



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4. Fundraising Requests - £2,423.32 Approved.

Item 1 – E Safety Training Workshops in September 2018 - Approved

Requested by: Philippa Rogojan-Rush

Cost: £960

Description: a day of workshops to cover the Junior/Senior/Parents at a cost of £960. The evening parent workshop will also have childcare coverage of a movie night to enable parents to attend more easily.

Item 2 – Gardening Club Seeds and Soil – Approved.

Requested by: Joanna Riddell

Cost: £50

Description: Gardening club to start up again after half term (weather permitting), would like to buy seeds and plants for making salads and growing different types of herbs. Looking out for new and exciting plants to buy for the children to experience something new.

Item 3 – 10 Netball Dresses Yr 7-11 – Approved.

Requested by: Alison Banks

Cost: £220

Description: Last year the CHSA paid for 10 netball dresses for Years 10 & 11. There is a PGL netball weekend in May and the request for the additional dresses are for Years 7&8 who will also be attending. There has been a huge surge in netball attendance which has risen from 7 to 25 girls.

Item 4 – Match funding Year 5 charity events - Approved.

Requested by: Emma Maclennan

Cost: £193.22

Description: Last year the CHSA was requested to match fund the year 5 students who raised money for playground equipment. They raised a total of £193.22, the committee has agreed to match fund this amount, and all items being suggested to be bought will need to be reviewed and agreed by the Colchester High School Health and Safety Officer.

Item 5 – Year 11 Prom – Approved.

Requested by: Alisha Joseph

Cost: £1000

Description: DJ £280 / Photo Booth £320 / Food and Soft Drink £400. With only 38 students in Year 11 who have all helped with CHSA events over the last year, they kindly request the CHSA to approve this request.