

**Jersey College for Girls Parents' Association**  
**Minutes of Committee Meeting**  
**Tuesday 26<sup>th</sup> March 2019**

**Members Present:**

Madeleine Maddison ("MM") – Chair  
Allison Soulsby ("AS") - Secretary  
Sandra Noel ("SN") - Treasurer  
Peter Marett ("PM") – Staff Rep  
Sally-Ann Carter ("SAC")  
Cathy Keir ("CK")  
Louise Bolla ("LB")  
Martina Coppinger ("MC")  
Tanya Le Gresley ("TLG")  
Gemma Pirouet ("GP")

**Not in attendance:**

Jane Wankling ("JW")  
Jo Howell ("JH")  
Kirstie Grieg ("KG")  
Natalie Duffy ("ND")  
Jane Blakeley ("JB")  
Nicola Bennett ("NB")  
Sarah Turnbull ("ST") Prep Rep  
Carl Howarth ("CH") – Staff Rep

---

**1. Welcome**

MM welcomed everyone to the Committee Meeting.

**2. Approval of Minutes**

The minutes were confirmed as approved.

**3. Matters Arising:**

Co-op Share Account

AS advised that she had now completed the necessary application form and correspondence to enable the new signatories to be added to the account. Final details on the form were completed and the form signed by Peter Marett, Madeleine Maddison, Louise Bolla & Martina Coppinger. AS undertook to send this off as soon as possible. Once CICs confirmed then the above members would need to take their KYC for verification.

Charity Application

AS advised that research she had concluded that it was probably not appropriate to apply to become a Registered Charity and was not actively pursuing this. However the annual registration with the AJC had fallen due for renewal and this was being completed.

**4. Treasurer's Update**

SN advised that the 2018 Accounts had not yet been signed off by the Auditor due to the signatory position with the CICS still unresolved. SN reported that the BBQ profit was around £800 and that 16 Teddies had been sold at the promotional price of £5. In respect of the 2019 Ceilidh £471 had been paid out so far for travel and accommodation.

It was noted that we still needed to source the previously discussed Banner and there was some discussion around the use of some funds to sponsor a branded welcome gift

for Year 7s such as a small drawstring bag. PM will explore possible options with Pierre Lou.

## **5. Events Update**

### Spring Ceilidh – Saturday April 27<sup>th</sup> 2019

TLG provided an update on proceedings. Tickets available from Prep and the school office. Food order in hand and BYO drinks. The Committee will provide squash for dilution. Agreed to not undertake a raffle or other activity on this occasion. Committee asked to arrive at 6.30 ready for a 7.30 start. Clear up at 10.00

### Quiz – June 25<sup>th</sup>?

MM agreed to explore finding a suitable quizmaster willing to do it on a free basis.

### Transition Evening – 4<sup>th</sup> July 2019

Committee members needed to sell teddies (AS & SAC willing as will be the last one for them!), provide information, encourage membership of the PA and sell BBQ tickets and/or promote save the date notices.

School to include reference to the PA in the evenings speeches.

### PA BBQ for Year 7s – 20<sup>th</sup> September 2019

Save the Date – Assistance will be required!

PA to compile a “Top Tips” sheet for new parents

### School Production – raffle ticket sales – 10,11,12,13<sup>th</sup> December 2019

Committee members required to sell raffle tickets and possibly secure prize donations. Carol Service also on 11<sup>th</sup>.

## **6. AJC Update**

AS advised that the annual registration with the AJC had fallen due for renewal and this was being completed.

## **7. JCG Trust Fund**

AS reminded the Meeting of the JCG PTA Trust fund that has been in existence for many, many years. It had originally been created to provide short-term financial assistance to families for one or two terms.

AS stated that the funds provided into the Trust from the PTA have been minimal over the past 5 years or so as the PTA has struggled to attract numbers of active members and decided to run small fundraising events which have just managed to cover costs and provide other small items of support for the College. AS went on to explain that there is, consequently, only a small surplus of £40 remaining in the trust fund's bank accounts. AS advised that it had been decided by unanimous vote at the trust's annual meeting to dissolve the trust and allow the Foundation, as the more formally established body, to continue to provide the bursaries under their general bursaries remit whilst continuing the spirit of the Trust's original purpose.

AS confirmed that this was discussed at the JCG Foundation meeting held on 7 February 2019 and it was agreed that that Foundation were happy in principle to continue the spirit of the Trust Fund in order to provide short-term financial assistance to support current families.

AS therefore proposed that the JCG PTA Trust Fund should be wound up and responsibility transferred to the Foundation to continue its spirit of support.

MM seconded the proposal. All committee members present unanimously supported the proposal.

AS will liaise with Yolanda Saez Castello, Chair of the Trust Fund to progress the formalities.

## **8. Consultation**

PM asked for feedback and suggestions on how to make the Year 7 parents evening better. It was acknowledged that it was not very satisfactory. It was noted that there are currently too few appointment slots for parents wanting them. Options were discussed such as two separate evenings focussing on core and non-core subjects covering welfare and settling in and then academic focus. All agreed timing was important and like the possibility of email feedback too. PM very grateful for all input and will review.

## **9. AOB**

MM advised that she had been contacted by the JEP to discuss the topic of fee reimbursement following the recent teacher strikes. It was agreed that no response would be given other than acknowledging the approach. PM advised that the official line for parents was that they should direct such requests directly to the Treasury and not the school. The dispute was with the States Employment Board not the School.

MM asked the meeting what changes she could expect at the end of this year to the members. CK advised that she is stepping down at the end of this academic year. AS & SN advised that they both wished to step down from Secretary and Treasurer respectively but were happy to remain on the Committee for a further year.

## **10. Date for the Next Meeting**

The next meeting has been scheduled for **Tuesday 14<sup>th</sup> May 2019 at 6.30pm.**