

HOLLINS GRUNDY EVENTS GROUP COMMITTEE MEETING
SUMMER 2
7.7.26



Point (refer to agenda)	Notes/Comments
1.	<u>In attendance</u> Miles Richardson, Connor McKenzie, Kathryn Jones, Julie Richardson, Leanne Guler, Jashel Rojas, Jane Clarkson Chaired by Kathryn Jones This meeting was advertised via outdoor advertisement board, whatsapp group and a message sent by school via arbor.
2.	Charity status agreed but yet to be completed. Bank accounts have now been transferred and renamed to the Hollins Grundy Events group. Kathryn Jones (chair) and Miles Richardson (Treasurer) have been allocated bank cards. Member of parentkind as before. Model of constitution for charity status has been taken from here for guidance. Provide liability insurance for events (for example bouncy castle). Cost is £170 per annum but this is agreed to be worth it.
3.	Main priority this year is to be the children's toilets. Budgets are tight for school. Staff were asked about their desires for the group to spend money on. Toilets for children were deemed a priority. Issues have been the cost of refurbishment and also the process of payment for contractors/finding the contractors who will agree to take on the job. Miles R has been pro-actively finding potential contractors who are able to complete this job within our budget. A contractor has been found and school have agreed to pay initially and be reimbursed by HGE (this saves a significant amount in VAT). Work to begin on 20.7.26 Miles suggested that this is used towards the annual school pantomime coach/travel costs as has been done previously. Staff were asked what resources/equipment they felt were needed for their curriculum area. English - main request was dictionaries and thesauruses. The cost was around £2000 to achieve this and this wasn't the cost for one per child. The English national curriculum will be changing soon. Maths requested equipment was projected to cost around £600. It was suggested that the main focus for next academic year should be maths resources and pantomime travel cost. Email complaint regarding the condition of the school and what is going to be done about it from the PTA (events group). It was discussed that the HGE has contributed significant amounts of money to refreshing areas in school e.g. repainting the walls in halls and foyer area as well as the curriculum enhancements for children in the previous academic year. There was some pushback from some parents about this at the time. The cost is high due to the nature and size of the building. It was agreed that the priority is having the toilets refreshed and refurbed. There have been numerous issues with the toilets including blockage and flooding. Due to the cost, the refurbishments of the toilets will be split. The KS1 toilets will be refurbished this Summer (first week of holidays). This will then be followed by the KS2 at a later date. Email reply; general reply to acknowledge email. • Previous enhancements to school. • Appreciate feedback. • Teachers' feedback about priority areas in school • Full reply to take place shortly. Aiming for £7000 profit for events and activities taking place next academic year.

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4.	Events discussed for next academic year. We have agreed these are to go ahead. Changing deal or no deal event to 1% club event. Agreed these events going on. Helpers - on average 5. Christmas Fayre will need the most helpers; around 15. Santa's grotto will need two elves. Adult events helpers will need 4-5 helpers depending on the event.
5.	Race night - £200 maximum Halloween - £200 (Potentially £600 depending on the amount of alcohol/stock refurbishment required) Christmas Fayre - £700 minimum - £1000 maximum Christmas movie night - £150
6.	Laptop used for HGEg. Would make this separate from school. Initial finding of laptop in budget is no longer on sale. Card machines - 2 x small machines. Kathryn suggested trying to acquire class representatives for each year groups. Post/promote adverts for events, helpers, reminders etc. Potential persons discussed. Potential business number/e-sim acquisition. Leanne suggested purchasing new hi-vis jackets for children to wear on trips for visibility reasons. Leanne will look at a scheme where Tesco will fill a wheelbarrow full of bottles.
7.	Miles and Connor to meet with Becky Jacques (new headteacher from September 2026) Chair, treasurer and secretary to meet - Next meeting - Tuesday 3rd November (4:30 - 5:30)