



Bi-Centenary Trust Fund Meeting
at Easingwold School, Wednesday 13th January 2016

Minutes

Present Susan Deery (SD, Chair), Lorna Wood (LW, Treasurer), Linda Gordon (LG, Secretary), Fiona Skelton (FS), Phil Benaiges (PB), Vivienne Cooper (VC), Gill Burn (GB), Rachel Ainger (RA)

Meeting commenced 6.30 pm

Action

1 Apologies John Butcher (JB)

2 Minutes from the previous meeting

The minutes from the previous meeting, on 17th September 2015, were approved.

3 Matters arising from the minutes

JB had emailed regarding the backstage crew's outstanding bid for equipment (amplifier, mixing table and sound cables), decision pending from previous meeting – payment of **£629** was approved, and cheque written, to be paid from Bicentenary Fund.

PB offered to check with JB regarding the outstanding bid for computers for Music/Drama Dept, for £1000, which was 'on hold', as well as the payment request and invoice for £430 for the Language Dept Refurbishment.

PB to follow up with JB.

4 Correspondence

PB summarised the main action points resulting from a meeting held on 6th January 2016 with Brewer Dolphin (BD), the investment management firm that manages FOES' Bi-Centenary Trust Fund (Briefing Notes attached).

The portfolio performance was discussed at the meeting, and BD's risk categories explained. BD offer a range of investment options with risks on a scale from 1 to 10, with 1 being the lowest risk (with the lowest potential returns), and 10 offering the highest potential returns, but with extremely high investment risk. FOES' Trust fund is currently managed at level 6, a moderate investment risk, with 2/3 of investment on shares or stock market. It was recommended, and agreed, that the current level of risk was still a good choice for us, and to keep things as they are.

With the fund having grown to £135,000, £35,000 in excess of the original investment sum, it was discussed whether there might be circumstances in the future when FOES might use some of the capital to fund a broader school project, eg. 'Sports Hall' shortfall top up. It was agreed that if this was the case, it would need to be included in the Constitution, with clear guidelines as to how it would be managed, and legal advice sought before implementing. It was noted that the Constitution was badly in need of updating. FS to look into the cost of rejoining

FS to report back on cost of joining PTA UK

PTA UK, as they provide up to date documentation for PTAs, including Constitutions.

5 Treasurer's Report

Finance report attached.

LW to forward electronic copy.

6 Funding Requests

Funding request letters attached.

DT Department – Request received for Food Tech equipment to be used as part of the new GCSE curriculum – it was agreed to pay **£500.33** from the Bicentenary Fund.

Languages Dept – Request received for purchasing 'praise postcards' at a cost of **£92** – it was agreed to pay this sum from the FOES fund.

Humanities Dept – Request received for RS and History text books – it was agreed to pay **£494.98** from the FOES fund. A further £1000 for new blinds in G8 was considered – PB recommended including this in the community renovation plan he is currently in the process of putting together.

Library – Request received to fund a visit by author, G P Taylor, and the cost of printing the Library Newsletter – it was agreed to pay **£525** from the FOES fund.

7 Other Business

None

8 Date of next meeting

The date of the next meeting is Wednesday 20th April 2016, at 6.30pm.

Meeting finished 7.15 pm

Brewin Dolphin (BD) Briefing Notes:

Meeting Wednesday 6th January 2016, Easingwold School Library

Present: L. Wood, S. Deery, P. Benaiges

Action Points:

1. 2 main contacts for Brewin Dolphin to be Lorna Wood and Phil Benaiges – needs approval
2. Our charity entry and accounts needs updating on the charities commission website
3. Named Trustees on charity commission website needs updating
4. Do we hold any cash deposits
5. BD require a signed letter from PBN/Ern confirming trustees
6. FOES constitution needs emailing to BD
7. Agree a statement of investment – how much risk do we want to take? Currently at risk level 6 (PBN to talk at meeting on 13th)
8. Constitution: agree if there are circumstances when FOES will use some of the capital to fund broader school projects, e.g. 'Sports hall' shortfall top up

Bicentenary Fund Treasurers Report

13/1/16

Since the last meeting I can confirm that there have been no major changes to the accounts.

We receive an interest payment from Brewin Dolphin monthly.

The current balance as of 31/12/15 is £8127.83.

Dear FOES,

30th November

As the only subject specific Food Teacher I went on a course last week to brush up my skills for the new food preparation side and the new scientific principles element. The new GCSE looks much more challenging and interesting!

I would like to put in a bid for a set of boning knives as the students will bone out a whole chicken and make 4 meals from it. I feel it is important to use the correct equipment to learn properly and to avoid (where possible) injuries.

We will also be focusing far more on presenting our dishes to restaurant standard. On the course the school we were based at had a vast supply of presentation plates which really added to the effect. We have plastic plates, metal plates and very old flower patterned plates. I would like to bid for a set from Dunelm which is a reasonably priced outlet.

We will be focussing more on higher skilled outcomes, homemade pasta being a popular skill to attain with students and exam boards alike. We had 3 (of which I donate one) but they are old and rusty and they do not work properly anymore. I have looked into acquiring 3 more that are easier to maintain and clean. Amazon has a branded line with good reviews on sale (Jan 10th) from £85 down to £50 currently.

I would also like to bid for a set of molecules to facilitate the explanation of the makeup of the major macro nutrients. Science do have these but are likely to be teaching with them at the same time as me on occasion. A set of safety gloves and goggles would be very useful too that I would keep exclusively for their practical investigations that form 20% of their overall exam.

Goggles 10 pairs x £1.37 = £13.70 (YPO)

Oven finger gloves 10 pairs x £ 4.99 = £49.90 (Amazon)

Knives – £4.50 x 22 = £99 (YPO)

Rectangular plates £6.99 x22 = £153.78 (Dunelm)

Molecules set - £33.95 Amazon (moly-mod)

Pasta maker -3 x £50 = £150

http://www.amazon.co.uk/Kitchen-Craft-150-Imperia-Italian-Double-machine/dp/B0001IXA0I/ref=sr_1_1?ie=UTF8&qid=1452453147&sr=8-1&keywords=sp150+imperia

Thank you very much for reading my bid which totals =£500.33

Kind regards,
Charlotte Baker

Dear Mrs Deery

November 30 2015

I would be very grateful to the FOES committee if they could consider my request for financial support. We would like to continue to encourage our languages students in Y7-9 to strive to give of their best at every opportunity by sending praise postcards home to parents.

We are interesting in buying praise postcards from schoolstickers.com at a cost of £92.

Should you need more details regarding my request, I would be more than happy to give you more information.

Kind regards

Mary-Louise Priest
Head of Faculty

Bids for FOES Humanities

- To support learning at GCSE in RS we would like to purchase some additional text books. The ones we need are the AQA Religious Studies: A Philosophy of Religion, and AQA, Christian Ethics. We would like 10 of each if possible and they cost £15 each. Total cost = £150.
- To support learning at AS and A Level we would like to purchase 12 copies of the AQA, The Tudors: England 1485 – 1603 (Hodder), £24.99 each. Total cost = £299.98, although we can get discount via a colleague.
- The blinds in G8 desperately need replacing. I am told that replacing blinds for one classroom is approximately £1000 but anything we are able to receive towards this would be gratefully received. The blinds are in very poor state!
- I would also like one copy (so that we can scan/photocopy resources) from the 'History in Progress' text book series for KS3 History. These are designed to support the new NC and are published by Pearson education. There is a CD Rom for each book but these cost over £300 each! We'd like to bid for the text books at £15 each, thus a total of £45.

To: The Friends of Easingwold School

Dear Friends

Library Funding

First of all, I would like to take this opportunity to thank the Friends for their continued support of the School and specifically for their recent provision of funds to the Library for the purchase of standing desks. These desks are finally in place, and the Main School Library now has a computer set up and running. This is already being very well-used, enabling the whole school community quick and easy access to the library catalogue, and has really high-lighted how many resources we have and how easy they can be to find! We look forward to the same set up being completed in the Sixth Form Library to enable the same quick access to all our Library Resources.

**Proposed Author Visit - 8th March 2016**

We have recently been offered the opportunity for a visit to the school by one of our local authors, G P Taylor, who is based on the East Coast and has had one of his books, Shadowmancer, translated into 48 languages. As a successful author with worldwide recognition, we are very hopeful that we will be able to provide a full day's session from Graham for some of our KS3 students.

He is "a gothic and dark fiction writer, his workshops are very engaging and interactive. He really encourages the students to put pen to paper and become engaged in creative writing. He is very experienced with his workshops ... a typical format for the day would be a full presentation followed by 2-3 writing workshops and a book signing session. Fees for a full day are £425 plus £50 travel."

We have traditionally invited Authors to visit the School, and for the last two years Dave Smith has provided creative writing workshops for students in Years 8 and 9. Unfortunately financial constraints make this increasingly challenging for us to finance from our budgets. The Library and the English Faculty are very keen to highlight the importance of reading and writing to our students, in preparation for future studies and the world of work, and feel that an experienced writer and presenter from the world of gothic fiction, which is so popular with so many students these days, would hit just the right note.

Library Newsletter (produced for and by students)

A small creative writing group that met during school lunchtimes last academic year with the support of a teacher who has now moved on decided recently that it would like to continue in a small way, and has directed some of its creativity towards the production of a Library Newsletter. With the support of the Library and the Faculty of English, our first edition was published earlier this month, and is now available to read on the school website. The group plans to continue with the Newsletter, and would like to make more hard copies available to students. In addition, it would like to organise small competitions with prizes. In order to continue to progress – and the first issue was every well received! - it would be helpful to have a small fund made available to cover printing costs, and a small prize fund.

In Summary

The library requests funding as follows:

- £475** to fund Author Visit by G P Taylor
(or a contribution towards the full cost)
- £50** to fund printing of the Library Newsletter, and competitions promoted therein.

Many thanks.

Yours sincerely

Sue Benn, LRC Admin Officer