

## **Minutes of the BGS AGM 21<sup>st</sup> October 2019**

### **Present**

Jim Tullie, Sarah Bowmer, Vivienne Cogan, Tony Pickles, Poonam Verma, Jed Boardman, Ollie Rogers, Jill Swift, Katie Stitson, Godwin Eton, Wayne Shirt, Liz Ross, Shabana Butt, Lesley Hawthorne (Griffith), Beth Street, Yasar Hanif, Gul Akbar, Preet Sandhu

### **Apologies**

Jan Tullie, Jean Pine, Jayne Barton, Tracy Lord, Claire Warman, Tracey Deacon, Kevin Hubby, Simon Hinchliffe

### **2018 AGM Minutes**

Proposed – Vivienne Cogan

Seconded – Tony Pickles

### **Video Analysis Equipment Demonstration**

Ollie Rogers (Director of Sport) demonstrated the video analysis equipment that the PA had funded during the school year. It allows students and staff access to high quality recordings of complete matches or practices which can then be played back, edited and analysed in the interests of improving performance and it can show particular individual moments that may otherwise have been overlooked during the games. The equipment has been used for rugby, hockey and netball and has also been taken to away fixtures. The versatility is impressive and the Sports Department thanked the PA for their contribution.

### **Chairs Report 2018/2019**

2018/2019 just seems to have flown by. We started the school year supporting the unfortunate issues with school uniform, making second hand uniform available and helping where we could. Throughout the year we have run various themed coffee morning events including the “sneak preview and conducted tour” of the new sports facility just prior to it be opened for use. Thank you to Simon and Ollie for generously giving up their time for this.

Spring Fair – well it was a very wet day, oh boy, it was atrocious. All the planning undertaken by those involved had to be re-thought from 06:30 on the day. Kym at Active Hire was fantastic; she was on the phone to me around 07:00 advising that the winds and rains were such that it was impossible to have the outdoor inflatables. We quickly discussed options and alternatives and in addition to what we agreed, she said she was filling any extra space on the transport with whatever she could get in so we had as many options as possible.

I would like to record my appreciation for the assistance that Ian Clint and Ollie Rogers provided on the day – yes they were getting calls from me very early as well – and we agreed we could use the sports barn for some of the inflatables – what a bonus that was. On a day like we had, we eventually had some of the big outdoor attractions under cover.

From a money perspective the day was not its usual financial success but we covered our costs, made a surplus and the feedback from those who came confirmed they had enjoyed the social event. It is a big

date on the school calendar and the event is not just about generating funds but also a social time for the school community.

Huge thanks also go to all the parents who manned the attractions and stalls for us that day and in particular I would like to thank Vivienne for the hours of time she donated to the organising of this years fair along with Kevin and Sarah and Jill and Jo for the fantastic theme they put on in the canteen.

Second Hand Uniform sales are significantly lower this year than normal – by about 50%. The PA has reduced the number of sales we held in support of the school who have been managing the run off of the Perry Uniform issue.

Second Hand Uniform has been managed for numerous years by Tracy Lord. Tracy has provided hundreds of parents with a fabulous service especially in “emergency” situations. Tracy was an official of the PA for many years as well. In July, her last child moved to university and Tracy has now stepped down and I would like to place on record my personal and the PA as a group, appreciation for the hours and hours and hours of work and support she has given us over many years.

A new group of parents has been formed to take the second hand uniform service forward and I look forward to seeing the service we offer to parents prospering.

In terms of support for the school, the Chilli Bottle project has ended with the team in the 6<sup>th</sup> form running the project for the last 2 years moving onto to university. As a recap, the PA provided some initial funds to a group of 6<sup>th</sup> form students who wished to reduce the level of plastic water bottles used in school. The project was a non profit making activity – the PA funding the purchase of the stock and the team learning about procurement, branding, sales and stock control. Plastic water bottles use fell and we have our funds back.

During the course of the last school year we committed £10,600 in support of school activities or equipment. Paying transport for the Year 7 Trip, £1300 of musical equipment for Clock House, £5000 for pianos for senior school and over £3000 for the sports analysis equipment – as you saw earlier.

This is my last report as Chair as tonight I step down from office. I have enjoyed my time in the role, I have met some fantastic parents and made some lovely friends and, most of all, I have been very well supported at the events we have been involved with. The PA is the parents of the young people at this school for the young people at this school – our young people. The more parents who take an active role (and I don't mean hours and hours of time) the more ideas we generate, the greater the range of events (social and fundraising) we can offer and the financial rewards we spend on our children for their collective benefit.

Thank you to Kevin Huby, Vivienne Cogan and Sarah Bowmer for their support and I pass on my good wishes to whoever takes on the role of Chair and takes the group forward continuing to provide financial and social support to the school community.

Vivienne thanked Jim for his fantastic efforts over the last 3 years and presented him with a thank you gift.

## **Treasurers Report**

Kevin Huby, Treasurer of the PA, sent the following report

Many apologies that I can't be with you in person tonight, but I am pleased to present the Parents Association Accounts for the year to 31 July 2019. These have been reviewed and signed off by the School Bursar. Many thanks to Gail and her Finance team for their help.

The highlights are as follows:

1. Yet again we generated a surplus for the year, this year £3,444. This was lower than in previous years due to lower net income from second hand uniform sales and the Spring Fair. The reasons for this have been discussed at previous meetings and will no doubt be also covered by other reports tonight.
2. Our income has enabled us to make grants totalling £10,674, slightly less than last year but generally in line with recent years.

What this means is that with continual surpluses, we are now sitting on a cash balance of around £50,000, not an unsubstantial sum of money! It's our responsibility to put this to good use.

As it's probably not our role as a Parents Association to fund major capital projects for the school, and the steady flow of Bid applications are not making any inroads into this cash pile, I suggest we look at this (albeit rather nice!) problem over the coming year. Let's make this an agenda item for our next meeting.

Accounts Summary is attached for information.

## **Headmasters Report – delivered by Jed Boardman, Deputy Head**

Apologies from Simon Hinchliffe, Headmaster who cannot be here tonight as he is currently in Canada on School business.

Several members of Staff retired or moved on at the end of Summer Term 2019 but we are really pleased with the quality of staff we have been able to recruit to replace them, including Jack Oliver who teaches Classics but is also a Commonwealth Games medallist in powerlifting! Unsurprisingly he has had no discipline issues in the classroom so far...

In the Summer we had a very successful Hockey Tour to South Africa and rugby development tour to the North East.

GCSE results were good and in line with our expectations. A Level results were a little disappointing overall but there were some excellent individual performances. Only a handful of pupils missed out on a University place of their choice. We are already working on creating a cultural shift on our Sixth Formers in terms of raising our expectations of them and their own aspirations.

There are 24 new/external pupils that have joined the school at 16+ level this year, which is a record.

Founders Day was the wettest on record. My small prayer in the Cathedral was answered after I received a phone call from school to say that the pupils had boarded a train from Frizinghall, despite there being a deluge threatening to cancel all train services in the area.

We have had some impressive assemblies in the school year but my standout favourite was the African Children's Choir who came to perform for us. They then sat with Clock House pupils and swapped stories of their lives. It was amazing to see. We also raised £800 for the charity that supports them which will be spent on their education.

Open Day earlier this month saw 270 families arrive to have a look at the School and a great deal of genuine interest in having their children educated at BGS was witnessed. Thank you to the PA for their fantastic volunteers who served refreshments, welcomed people and also talked to parents about their own experiences at BGS.

The Sports Barn has been completed and we have had wonderful comments from BGS families and staff as well as other schools who have visited. It really has got that WOW Factor.

Year 7 Information Evening has been held and thanks to Jim for attending to mingle with new parents and also publicise the work of the PA.

Rugby, swimming and hockey have all had success in the year and U13 girls hockey team are the new Regional Champions under the guidance of David Birch. The girls cross country team are the best in the Region and are hopeful of making the National Finals to be held later this year.

The Old Bradfordians Association dinner was held in the Price Hall a few weeks ago. I sat with 2 former pupils of mine who both spoke highly of their time at BGS, especially the opportunities that were made available to them together with the quality of the teaching staff. It made me proud.

The Outreach programme continues to grow through the work of Karen Hewitt, the Development Team and Matt Wilde. Last week we had 370 primary school pupils in the School for an English event where the pupils got to meet and work with a children's author. One of our key feeder schools appears to be The Gleddings, Halifax. A number of families from there attended Open Day and they brought 57 pupils to the English event last week. We have also visited Eldwick Primary and Richmond House where there seems to be good interest in BGS.

This half terms sees trips to Bologna for DT, Politics to Washington DC, Year 11 History trip to the Battlefields, Modern Foreign Languages are going to Murcia, Junior hockey are going to Rotterdam and the Junior Classicists have just returned from Pompeii.

Next Summer the Netball and Rugby teams are touring South Africa and there is a planned Hockey Tour in 2021 to India.

It is great to work at such a fabulous school and one in which you are able to teach the subject you love to bright and inquisitive pupils in such well-resourced departments. We are also supported by such a fantastic team of non-teaching staff.

I would like to say a big thank you to you all for the work you do in supporting the school so well.

## **Election of Officers**

Jim gave the following comment:-

I am tonight stepping down as Chair of the PA after 3 years in the post. I have one child in his last year here and my daughter is in year 12. I am happy to be around and help with handover. Sarah, Viv and Kevin are in a similar situation – their children are in years 11 and 12. In essence, this team is very much at the senior end of our journey through school and looking forward, we need more parents from the younger years to take on the official roles.

Any nominations for the position of Chair?

Wayne Shirt volunteered to take on the role of Chair. At a show of hands he was unanimously appointed. Thank you to Wayne. Vivienne, Sarah and Kevin all look forward to supporting the new Chair.

## **AOB**

Questions were raised in respect of the criteria for Bids from School in respect of PA funding. It was explained that anyone from the School ie Departments, teachers, students and parents can all submit Bids which will be considered at the next PA meeting following receipt of the Bid. Any Bids over £1000 are to be presented at the PA by a nominated representative. Criteria for Bids can be found on the School Website under the Parents Association tab. The PA no longer accepts bids for individual pupil requests in terms of a grants.

Tracy Lord looks after the Second Hand Uniform at school and she has sent the following report...

Hi all,

Jim recently told me that date of the AGM and I mentioned that I would supply a report for the SHU if I couldn't attend. I'm afraid I doubt I can get there tonight so please find below a brief report which I hope will be ok. Kevin has all the figures.

2018/2019 has been an on/off/on year for the selling of second-hand items. Whilst I sold second-hand items from September, to help students who had been let down by the late uniform deliveries from Perry's, and we had a sale at the Xmas Fair at the end of November - which whilst I set up Jim kindly ran and completed the accounts for on the day as I had had a family bereavement - due to the Perry contract coming to an end of the at the beginning of December, a decision was made to suspend the sale of second-hand uniform at that point. This was in an attempt to help support the school as they then tried to sell the ex-Perry items that they had had to buy back as part of the ending of the contract.

The sale of second-hand items commenced again at the end of April at the Spring Fair and whilst I also set this sale up and completed the accounts, due to me running the sale of the ex-Perry items, Sarah B and Jan T kindly ran this sale. I continued to sell until the end of the summer term and then duly completed the year end accounts with our finance department.

So all in all we actually only sold SHU items for approx. 5 months of this last year. However, parents were still very grateful to be able to obtain cheaper items and they were also grateful to be able to have the opportunity to purchase brand new items from the ex-Perry stock at very discounted prices.

I started the selling of second-hand items approx. 5 years ago after I stepped down from being the BGSPA vice chair for 4 years. This was at the start of the contract with Perry uniform. Prior to this, a parent used to sell second-hand uniform of kit once a year at the spring Fair. As the new Perry uniform filtered through into the second-hand stock it became popular as did second-hand sports kit and I made a decision to also sell at the Christmas Fair and then at a later date I introduced a sale to transition day. Since then it has gone from strength to strength.

But as per my report from the AGM last year, this was my last year of selling SHU as my youngest left BGS in the summer. I am keeping my fingers crossed that the lovely group of parents whom I met last week do decide to take it on, due to the increase in the work involved over the past couple of years - the increase in volume of items, the processing of all the items, dealing with all the email enquiries, the setting up of sales, tidying up after sales, stock taking and the accounts after each sale along with the twice a year full accounts to the finance department, it will work much better if a group of parents can share out all the jobs and responsibility.

I wish them and you lots of luck going forwards.

Best wishes,

Tracy

Jim, Sarah and Viv all send their sincere thanks to Tracy who has performed an amazing job with the Second Hand uniform over the last 5 years.

Further to the above report, the second hand uniform stock and system is now being overhauled. Volunteers meet every Thursday morning in Pavilion from 8.30 am – 11.00 am from now until Christmas Break where they are stocktaking and looking at taking the second hand uniform service forward for the benefit of all BGS pupils and their families. All are welcome. Refreshments are provided!

## **Future Events**

The Christmas Fair will be held on 30<sup>th</sup> November 2019

The Spring Fair will be held 25<sup>th</sup> April 2020 – **to be confirmed**

**Date of Next AGM – October 2020 – Exact Date tba.**

**Bradford Grammar School Parents' Association**  
**Accounts - Year ended 31 July 2019**

<b><u>Income and Expenditure</u></b>	<b><u>Year ended 31 July 2019</u></b>	<b><u>Year ended 31 July 2018</u></b>	<b><u>Variance</u></b>
Income			
Subscriptions	£7,760	£7,770	→ -£10
Spring Fair	£2,455	£4,825	↓ -£2,370
Uniform sales	£3,939	£6,278	↓ -£2,339
Bank interest	£10	£10	→ £0
	<u>£14,164</u>	<u>£18,883</u>	<u>-£4,719</u>
Expenditure			
Grants (see below)	-£10,674	-£11,666	↑ £992
Misc Expenses	-£46	-£47	→ £1
	<u>-£10,720</u>	<u>-£11,713</u>	<u>£993</u>
<b>Surplus (deficit) for Period</b>	<u>£3,444</u>	<u>£7,169</u>	↓ -£3,726

<b><u>Balance Sheet</u></b>	<b><u>31 July 2019</u></b>	<b><u>31 July 2018</u></b>	
Current Account	£37,278	£22,942	£14,336
Deposit Accounts	<u>£7,153</u>	<u>£7,143</u>	<u>£10</u>
	£44,431	£30,084	£14,346
Due from (to) BGS	£3,314	£14,796	-£11,482
Debtors	£1,883	£1,333	£550
Creditors	<u>-£370</u>	<u>-£399</u>	<u>£29</u>
Net Assets	<u>£49,258</u>	<u>£45,814</u>	<u>£3,444</u>
<b>Represented by:</b>			
Reserves brought forward	£45,814	£38,645	
Surplus (Deficit) for the period	£3,444	£7,169	
<b>Total Reserves</b>	<u>£49,258</u>	<u>£45,814</u>	<u>£3,444</u>

The above summary has been prepared by the Treasurer of the Parents' Association from the books and records of the Parents' Association as maintained by the Treasurer and I confirm that this summary is in accordance with those books and records.

*Vegail Monnickendam FCA*  
18/10/19

**Bursar**  
**Bradford Grammar School**

<b>Grants 2018/19</b>	
Pupil trip grant	£256
Clockhouse music equipment	£1,318
Sports video equipment	£3,500
Pianos	£5,000
Speech Day prizes	<u>£600</u>
	<u>£10,674</u>