

Friends of Avanti House (FOAH)*Parent Teacher Association (PTA)**Fund raising and support committee for Avanti House School***MEETING MINUTES****Date/Time:** MONDAY 1ST FEBRUARY 2016 – 19:00-20:30**Venue:** AVANTI HOUSE PRIMARY, COMMON ROAD, STANMORE HA7 3JB

Executive Committee		From Volunteering groups and other guests
Core Committee Members	Committee Members	
[YB] Yogi Bakrania (Chair) [HP] Hemang Patel (Vice Chair) [SS] Sunita Smith (Secretary)	[BH] Bronwen Hughes (Staff) [AK] Andrea Kahn (Staff) [SL] Sharla Gorsia (Primary Rep) [BR] Bhumika Raja (Primary Rep)	[MB] Mark Bennison [DR] Daksha Ruda (Secondary) [AH] Anjana Hirani (YR3 GG PCR) [TT] Tejal Thakrar (Secondary) [TK] Tara Kerai (Secondary) [SDP] Sharmee Di Pinto (YR1 TT PCR) Nimesh Patel (Primary) Neil and Bindi Shah (Secondary) Paras (Primary) Bhavana (Primary) Amarish (Primary) Chirag (Secondary) Anant (Primary)

*Note item 2 was added after the Agenda was posted.

No	Description
1	Welcome & Apologies <ul style="list-style-type: none"> [YB] Opened the meeting and welcomed everyone present. Welcomed Mark Bennison our Principal to the meeting too. Mr Bennison wanted to give information with regards to the Whitchurch Planning Meeting. Apologies – Sheila Halai (exec), Sheetal Bhudia (core) , Sheetal Lakhani (exec), Darshana Natha (PCR), Rima Shah (PCR), Shobhana Ratra (PCR), Geeta Pattni and Meeta Thaker
2	Avanti House Whitchurch Planning Meeting – 17th February 2016 <p>[MB] AHS Principal welcomed everyone present and opened a brief discussion regarding the planning permission meeting to be held on Wed 17th February 2016 at the Harrow Civic Centre.</p> <ul style="list-style-type: none"> A letter will be sent out to the parents by 5th February 2016 in relation to the planning meeting for the New permanent Avanti House Secondary School site. DfE and The Avanti School Trust submitted The Planning Application to build the School on Whitchurch site, to The Harrow Council a few months ago. The Planning committee is the place where we are to hear the application for the 1st time.

No	Description
	<ul style="list-style-type: none"> • He requested everyone should along with the local supporters. • There was also some discussion with Parents about the new site of the school. • Some points that were Highlighted by Mr Bennison were as follows <ul style="list-style-type: none"> ○ Avanti House Secondary School is oversubscribed for the 1st time in 2015-2016 Applications ○ Worst case scenario, currently working with Pinner High School Head Teacher in relation to further occupancy extension. • There has been excellent community support and relationship with Avanti Trust who have been doing a lot of hard work to secure permission. • Currently there are 2 schools nearby ie The Whitchurch Primary School and Stanburn Primary School • Travel concerns are a major issue from the residents. • Mr Bennison added that we need to support this by encouraging the Parents to write to the council and submit comments to support the planning application. Additionally, the presence of supporters at the hearing would make a big difference. • Handful of Parent names able to speak at the hearing is to be given to [MB]. <p>Action – Core Committee to encourage Parents to support. Lead up to planning meeting, Parents should submit positive views via website and to councillors and also attend the meeting on 17th Feb.</p>
3	<p>Matters arising from last meeting</p> <ul style="list-style-type: none"> • None
4	<p>Events</p> <p><u>4.1 Ladies Pamper Night – February 26th</u></p> <p>The planning committee member for the event, [TT] presented the progress made since last meeting.</p> <ul style="list-style-type: none"> • Confirmation and payment for stalls has been received. • Some Parents were disappointed as their request to book a stall came in too late. The stall booking policy and procedure was made clear in the email that went out. • Some members were concerned and suggested we should have multiple stalls for things like threading, nails etc. The team confirmed that although the event is labelled as a Pamper Night, it will also be a shopping event and with stalls advertising their specialist services for women along with other stalls where mums can buy mother's day related gifts such as candles, creams, sarees, jewellery etc. • A site visit was conducted and arrangement for AV, parking, security and stall layout was discussed. • Risks were also assessed (having a stall on stage) • Since email went out, ticket sales were slow, PCRs and volunteers were asked to encourage Parents to attend. • [SB] was confirmed as the photographer too • Most of the catering for snacks and refreshments was to be done by our volunteers. • Other members present were added to the volunteers list. • An offsite meeting to assign duties and finalise the event was arranged to take place 1-2 weeks before the event.

No	Description
	<p><u>4.2 Summer Fair</u></p> <ul style="list-style-type: none"> • [YB] mentioned from March/April planning must start. Ideally, like the volunteering model we have set with Hampers and Pamper event we want Parents to be given the opportunity to lead the Event with full support from the whole FOAH and Parent community. The lead duties and role must get allocated by March. • [MB] Confirmed we can hold the fair at Pinner site on 10th July.
5	<p>Announcements / Any Other Business –</p> <p><u>5.1 Minibus Feasibility Study</u></p> <ul style="list-style-type: none"> • Feasibility unfortunately not completed yet however [HP] highlighted some points that will be considered in the final report: <ul style="list-style-type: none"> ○ Insurance costs ○ Maintenance ○ Purchasing costs compared to hiring when required ○ Number of seats / Will one be enough? ○ [MB] mentioned in the future it will be an important requirement to have our own minibus ○ [BH] eager to have minibus as swimming is in discussion to be introduced next year • More updates regarding minibus if not final study will be presented in next meeting. <p><u>5.1 DBS</u></p> <ul style="list-style-type: none"> • Many have submitted yet not heard anything • [YB] to chase • Will be ongoing until volunteers receive DBS clearance.
6	<p>Confirm date, time and venue of next meeting</p> <ul style="list-style-type: none"> • Avanti House Primary School Common Road, Stanmore <p>Date - Monday 7th March 2016 Time – 19:00 – 20:30</p>

Meeting Closed at 20:40