

Friends of Avanti House (FOAH)

Parent Teacher Association (PTA)

Fund raising and support committee for Avanti House School



MEETING MINUTES

Date/Time: MONDAY 11TH JANUARY 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)	[BH] Bronwen Hughes (Staff)	[DR] Daksha Ruda (Secondary)
[HP] Hemang Patel (Vice Chair)	[AK] Andrea Kahn (Staff)	[AH] Anjana Hirani (YR3 GG PCR)
[SB] Sheetal Bhudia (Treasurer)	[SL] Sharla Gorsia (Primary Rep)	[TT] Tejal Thakrar (Secondary)
[SS] Sunita Smith (Secretary)	[BR] Bhumika Raja (Primary Rep)	[TK] Tara Kerai (Secondary)
	[SL] Sheetal Lakhani (Events Officer)	[RP] Rima Patel (Reception PCR)
		[SDP] Sharmee Di Pinto (YR1 TT PCR)
		[SR] Shobhana Ratra (Reception PCR)
		[DN] Darshana Natha (YR3 KK PCR)

No	Description
1	Welcome & Apologies <ul style="list-style-type: none">[YB] Opened the meeting and welcomed everyone presentApologies – Mark Bennison (AHS Principal), Nima Vekaria (YR1 DD PCR), Sheila Halai (Secondary Rep). Gitesh Kotecha, Altea Trivedi
2	Matters arising since last meeting <u>2.1 Review of actions from last meeting</u> <ul style="list-style-type: none">All actions completeFOAH brought XMAS presents for all the children in Primary and Secondary. Every child was given a FOAH and Avanti House branded water bottle.£745.98 was spent to purchase these bottlesResponse was amazing. AK also passed thank you letters from many students who appreciated the gift. <u>2.2 Review of completed events last term</u> <ul style="list-style-type: none">YB informed everyone regarding successfully completion of the Garba Special & Avanti HamperGarba Special at Kadwa Patidar hall – joint event with FOKAS<ul style="list-style-type: none">Raised £2119.00 (after costs and split)500+ parents and visitors attended20+ volunteers (from FOAH/FOKAS and staff/children) supportedReport published on FOAH website

No	Description
	<ul style="list-style-type: none"> ○ Report was published in the Gujarat Samachar weekly newspaper (December 31st 2015 - Issue 31, page 28), link provided on Garba blog on FOAH website. ○ Many children participated and also took part in the best dressed and best art completions ○ 6 sponsors and a number of donations were received. The FOAH website now shows a sponsor's link <p>● Avanti Hampers – 16th, 17th and 22nd December 2015 SG and SDP (members of the Hampers subcommittee) gave a summary of the event</p> <ul style="list-style-type: none"> ○ Congratulating to the Avanti Hampers team and volunteers who made an outstanding presentation on Gift Donations that was presented, which included Confectionary items, Savouries, Homemade biscuits, Carton Juices. Alongside Puzzle books, Candles, and Perfumes. ○ £700 estimated total for the above. ○ £200 was donated by Hira Construction. ○ Estimated collection around £1000 <p>The nursing homes that were visited were:</p> <ul style="list-style-type: none"> ○ Karuna Manor Nursing Home: Harrow Weald ○ Birchwood Grange Nursing Home: Preston Hill ○ Meera Nursing Home: Kingsbury ○ These care homes for the elderly were presented with 30+ filled hampers. ○ Participants that took part, in this exciting event, were Avanti Primary School children around 40 children accompanied by parents. ○ children from AHS took part in a small presentations including a small xmas carol/anthem and poems ○ The residents in the nursing home were left with a legacy with (AHS). <p>Suggestions that were made:</p> <ul style="list-style-type: none"> ○ Videoing events if feasible ○ Pre-planning in advance, with the primary and secondary schools for future Avanti Hampers, eg. Diwali/Mother's day etc. With a survey drawn up for parents to put their views forward and any suggestions they may have. ○ Need to have consent for photos that can be taken in any organised event outside the premises, including children and parents. <p>Report and pictures have been upload to the FOAH website. Overall, the event was successful and as it was the FOAH 1st Hamper Event. Congratulations!!</p>
3	<p>Events</p> <p><u>3.1 Ladies Pamper Night – February 26th</u></p> <ul style="list-style-type: none"> ○ This event was briefly discussed last November 2015 meeting ○ Approval has been given by Mark Bennison to host event at Pinner site on 26th Feb from 6pm – 10pm. ○ Subcommittee leading the event are: Sheetal Lakhani and Tejal Thakrar. ○ SL and TT, gave a short presentation about what the plans are for the event.

No	Description
	<ul style="list-style-type: none"> ○ This event will attract Avanti parents to come and indulge and have a soothing experience of pamper night held by FOAH. ○ This will enable parents and visitors, to have specific treatments and alternative therapy. With makeover and advice. ○ A small entrance fee of £5 per person. ○ There will be lots of exhibitors with a lot to offer ○ To add the fun, for the evening, there will be a unique display of Mothers Day gifts to for you to purchase. ○ Priority will be given to Avanti parents for Stall/Table bookings based on first come, first serve basis, for £20. ○ From 1st February external businesses will be able book stalls for £25. ○ The tables will sell Clothes, Handbags, Beauty Products, Avon, Mehndi Stall, Kurtas, Candle Stall. ○ Guests will be welcomed by volunteers, with snack and refreshments on arrival. ○ All funds raised will go towards purchasing of items for our School. ○ Pamper Event email will be sent out to parents by 20th January 2016. ○ Email will provide information about who to contact regarding stall booking. It will also include a link to book tickets online. ○ Volunteers will be required to man the check-in desk, parking, catering, and setup/windup/cleanup.
	<p><u>3.2 FOAH Summer Fair 2016</u></p> <ul style="list-style-type: none"> ○ Summer Fair date confirmed for Sunday 10th July 2016, Venue and time to be confirmed. Alongside Sub Committee / Lead Volunteers, for it to be a success.
	<p><u>3.3 Other events</u></p> <p>Other unconfirmed events were mentioned:</p> <ul style="list-style-type: none"> ○ Social Dinner. SS to look into ○ Fathers day – 19th June. Entertainment suggested: Golfing or bowling with the fathers. HP to look into. ○ FOAH support and opportunity to fund raise at I'll Be There – a performance of the Mahabharata – Avanti House at the Royal Festival Hall. <p>Above events must be confirmed soon and added to the calendar by next meeting.</p>
4	<p>Announcements / Any Other Business –</p> <p><u>4.1 Minibus</u></p> <ul style="list-style-type: none"> ● YB and HP attended a meeting with School to discuss plans for the minibus. At the moment the Secondary School is getting by without and has arrangements with the council. ● It was agreed that a feasibility study should be presented before anything is agreed. ● Feasibility study will be presented in either Feb or March meeting. <p><u>4.2 DBS</u></p> <ul style="list-style-type: none"> ● DBS forms were sent out to all ACTIVE volunteers of FOAH. It was noted that most have submitted and are awaiting certificate.

No	Description
	<p><u>4.3 Easy Fundraising</u></p> <ul style="list-style-type: none"> • Easy fundraising was discussed for further events eg. Retailers • Launch of the easy fundraising - scheme initiated by charity to support while do online shopping. • Request all volunteers, staff, parents to register and advertise on their face book to support this good cause.
	<p><u>4.4 Whitchurch Planning Committee Meeting – 17th Feb 2016</u></p> <ul style="list-style-type: none"> • A brief discussion was presented by YB, relating to raise positive awareness, for Whitchurch Planning. • As we need strong group of individuals as parents to represent the school hearing. • We need to make it clear why the secondary site is appropriate, as more delays are not acceptable. • More information will be provided in next meeting.
5	<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 1st February 2016 Time – 19:00 – 20:30</p>
<p style="text-align: center;">Actions</p> <ul style="list-style-type: none"> • Need to get the events calendar finalised and decide on the unconfirmed event. • Volunteers who have not submitted DBS must do so ASAP • Group of Parents to form a small committee to support the Whitchurch Planning Committee hearing on 17th February. 	

Meeting Closed at 20:30