



MESPA Committee Meeting 25th April 2024 18:30 – 19:30

Attendees
Peter Ainsworth (Chair)
Mohamed Mahmalt (Vice Chair)
Fareed Primus
Jonathan Newton
Ben Garner
Olena Hulakova (Treasurer)
Sabeen Ali
Carolyn Simpson (Secretary)
Apologies:
Ian Aitken

Welcome

Apologies and attendance (see above)

Agenda Item: Approval of Minutes from prior meeting

1.	Previous meeting minutes were approved by all as read.
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Agenda Item: Chairman Update

2.	Nothing to note.
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Agenda Item: Treasurers Report by Olena Hulakova

3.	<p>Olena reported there has been a total of £11,052.99 income to MESPA since 1 September 2023. This is made up of:</p> <p>£266.69 from Easy Fundraising</p> <p>£616.30 from the Lottery</p> <p>£10170.0 from donations, (this includes the £8600 lump sum donation referred to above)</p>
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Agenda Item: Funding Requests by School Departments

4.	<p>Regarding the 2 funding requests presented at the previous meeting from Mr Flynn:</p> <p>Noone has had any luck with raising sponsorship to pay for the requested PE changing room benches. Sabeen offered to contact Hemdean school which is closing to see if they have any benches we could have. Carolyn to email Sabeen with the benches Mr Flynn has requested.</p> <p>As Hemdean may not have what we are looking for Jonathan will go back to Mr Flynn and ask for detailed costings for benches for just one and for both changing rooms so we can decide and vote at the next meeting (or earlier).</p> <p>Regarding the second request for funding from Mr Flynn of 15 computers: Mohamed has approached Microsoft and the Royal Berkshire hospital to enquire if they could provide us with second hand computers. He will contact them both to remind them of his request and hopefully be successful in securing some.</p> <p>Jonathan put in a request from Mr Gibson for 12 garden benches for students to use at break time which will cost £4193 + £100 delivery. He has also requested 2 table tennis tables which cost £1580 and basketball hoops and for bats and balls to go with these. The committee decided to vote on the table</p>
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	<p>tennis tables, leaving the basketball request for a later date. The committee agreed by vote to fund the 12 garden benches and 2 table tennis tables. The committee decided it would be beneficial to have a 'donated by MESPA' plaque on the benches if possible.</p> <p>Another request was received by the English department for 150 copies of 'A Midsummer Night's Dream' at a cost of £862 and 20 books of 'Stitched Up' for lower ability classes at a cost of £111.80. Both of these items were voted on and approved by the committee.</p> <p>Olena asked if we can agree to an annual bank transfer of £20 to pay for the lottery licence which was agreed by the committee. Also as Waseem paid £30.50 for the last lottery licence when it was due Olena asked if she can reimburse him which the committee agreed.</p>
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Painting Weekend	
5.	<p>Fareed reported he has had a telephone conversation with Waseem and has met and walked round the school with the site manager. Although they found most of the school to be in good order, the small hall needs painting. He has a list of possible weekends in June to do it.</p> <p>Fareed will organise a letter, there should be an old one to copy, which Ben will arrange to be sent out with the school Friday mail out to parents to ask for volunteers. Parents can email if they want to volunteer. Olena will also put it on the MESPA website.</p>

Any other business	
6.	<p>Sabeen suggested having some printed advertising for MESPA to put round the school of a collage of some items MESPA has funded in the past. Committee agreed it was a good idea.</p> <p>It was agreed to send a letter to the parents of all leavers with a short paragraph about MESPA and link to donate if they want to.</p>

Date of next MESPA Meeting
Thursday 19th September at 6.30pm.

Action Log

No.	Action Raised	Responsibility
1.	Obtain detailed costings to furnish one and two PE changing rooms with new benches	Jonathan
2.	Try to source funding from Microsoft and/or the hospital for the computers	Mohamed
3.	Send Sabeen PE bench design	Carolyn
4.	Investigate if Hemdean school has suitable PE benches we could have	Sabeen
5.	Arrange a date, advertise and organise the painting weekend	Fareed with Peter
6.	Write a letter to leavers' parents asking to consider donating to MESPA	Peter