

	<p>who is a KHS OB and KHA Patron; he is also potentially a good liaison with the government on educational matters, and an advocate for independent schools providing charitable help, albeit with some rather radical views on what shape that might take.</p> <p>The school are creating a new booklet for “Tier 1” children to advise LEA’s of what the school has to offer those children in vulnerable situations. One issue still being considered is how to deal with the holiday periods for those children who may need year-round accommodation (i.e. have no suitable home to go back to). Simon Briggs commented that in his time at KHS it was common practise for pupils at Kingham who had no family of their own to spend holidays with the family of a fellow pupil, although of course with the greater regulation today this would be much more difficult (CRB checks would just be the start!).</p> <p>The headmaster stated that two sisters were coming to Kingham and were in need of bursary support. It was also mentioned that a pupil the KHA had supported for several years had done very well in his exams and would benefit from joining the sixth form, this would mean an increase of funding in his years in the sixth form. The general comment was that as he was already under the KHA bursary scheme, and that the KHA in this case would support him with an increase in funds. It was reiterated that the Moratorium on bursaries in place at present only applies to new applicants – children already accepted for support by KHA will continue to receive this support for the balance of their school career as long as funds remain.</p> <p>Nick mentioned that parents liked the school’s approach in being strong in the teaching of good manners and etiquette, and that parents were asking questions about personal standards for their children whilst being educated at Kingham. The school is looking to return to formal meals, with everyone sitting to eat together, with grace before starting, a top table, etc., rather than the current self-service approach. The committee very much supports this view, believing that these non-academic skills are still very necessary in setting a young person aside from the rest and so helping to give them a good start in life.</p> <p>Mike Kent asked about the school’s charity status as authorities were always reviewing this section of a schools administration; Nick replied that they do have audits and that the school has no worries about its charitable status as they support pupils far more than many other independent schools. The committee thanked the headmaster for his report.</p>		
4	<p>Communications</p> <p>Ken Wingfield said he recently had an Email from Clive Patchel Norwich house to say he was interested in the schooldays site and that when he returns from visiting family he will register on the KHSD Site and will keep in touch and visit the Hill this year.</p> <p>Brian Dean asked Harriet how many names had she gained from lists given to her from the association, Harriet said the list had been useful and that one hundred were still active contacts and that others will remain on record. She also said there were nearly 1500 names now active on the school’s system that she had developed. Brian suggested we should keep all information on record until otherwise informed, and Harriet agreed.</p> <p>Simon Briggs said he had been told by David Ware that he preferred a news letter of magazine to read, noted by Simon Howlett.</p> <p>Mike Kent said hard copies were too expensive to produce, and Monty agreed noting that it involved lots of manual hours. Harriet asked how did committee would feel about her doing a type of newsletter on both the KHS and KHSD sites; the general comment was it was a good idea and that it would improve communication with all present and former pupils.</p> <p>Monty and Mike Kent said they had information on two old boys who had passed away, which they could provide to Simon Howlett to put on the KHSDays site. Mike Kent noted that one of the people mentioned still had a standing order to the centenary trust fund; he would contact the bank involved.</p>	13-01-03	JM, MK & SH

5	<p>Chairman</p> <p>Monty started by saying that since the last meeting he had telephoned the Chairman of the Governors Mr John Richardson to initiate discussion on the subject of ex-pupils and the relationship between KHS and KHA in this regard.</p> <p>Mr Richardson's view was that a lot of schools are taking ex-pupils' matters in house, and that one key driver in this was the increasing expectations of more recent school leavers, which were becoming increasingly difficult to meet (or even approach) on a part time / voluntary basis.</p> <p>It was also said that there is an urgent need to start school projects, with everyone working together to improve the school facilities, the Science building being one of the projects.</p> <p>Brian Dean asked who was fixing a meeting Mr Richardson as requested by the committee. Monty replied that he would be trying to set a meeting before March if he had any business trips to Gloucester before that time; otherwise, if by the March meeting this had not taken place, then he would arrange with Mr Richardson to meet during his trip to the school during the weekend 15th/16th March.</p> <p>Finally it was stressed on Mr Richardson's behalf that the Governors do not wish to create barriers and would welcome a meeting with the KHA chairman. Monty felt the situation in the school was improving and heading in the right direction.</p>		
6	<p>Treasurer</p> <p>Mike Kent produced a financial report [Appendix 1 attached]. Mike told the committee that the 20% of this year's commitment to the bursaries of £10,000 was paid to the KHS recently and that next years amount will be £9,000 due to depletion of funds invested in 2014.</p> <p>Next years funds will be taken out of the Ruffers account, which has been a good investment in a difficult financial climate.</p> <p>Mike said he would be in touch with Andrew Morris about the KHA 2012 Accounts.</p> <p>Simon Briggs asked about when monies are taken out of the Ruffers account and Eddie White was shown a graph produced by the treasurer.</p> <p>Mike raised the subject of the £109 bill we had received from the Bursar for supplying 15 Lunches on our last meeting Sept 29th 2012. The Treasurer read out the last four bills we had received over 2011 and 2012, the highest of which was under £50, begging the question of why the latest bill was so much higher (which also included "20% Vat").</p> <p>Ken Wingfield told the committee that we could not settle the bill on the day as in the past events, because now the Kitchen manager has to put the order paperwork through the school's bursar for completion. Sue Woolford the Kitchen catering manager had rung Ken with the breakdown of the bill and it was explained that we had to pay for the staff being called in at the weekend to make the sandwich lunch.</p> <p>Simon Howlett commented that since the committee members all travel at our own cost, it might not be unreasonable for the school to provide a small lunch gratis. The Headmaster said he would discuss this hospitality with those involved. The cheque for £109 was handed to Harriet.</p> <p>The treasurer said the gift Aid monies would be only a small amount this year as donations had fallen.</p> <p>Brian Dean noted that there are two areas for donations – Bursaries Fund and Building Fund; this is one area that should be discussed and agreed with Mr Richardson, and that the resulting policy should be made clear whenever former pupils are contacted.</p> <p>Harriet stated that both the KHS and KHA should liaise on what funds are donated and for what purpose so that all parties are aware of monies raised. Eddie White re-emphasised that there should be a clear agreement with the school as to how donations were received and allocated. Brian Dean and Simon Briggs echoed the same feeling that there should be a clearer agreement between the School / Governors and the KHA on this.</p>		

7	<p>Schooldays Website</p> <p>Simon Howlett was very pleased with increase of interest in the site, with more people sending in articles and more than 300 people now registered. He stated it was particularly good to see more younger people being interested and thanked Harriet for her involvement with not only news letters but creating interest. 17 new articles have been published since our last meeting in September 2012, and these can be made available to help Harriet with the suggested news letter.</p> <p>The committee were pleased with the good liaison between the School, the KHA and KHSD via Harriet, it is good for the contact with all former pupils and those now at Kingham.</p> <p>Simon Howlett stated as part of the re-design and development of schooldays, he was coming to the school to have Seminar with the pupils to get their thoughts on future ideas, and what they would like to see and be involved with on the site.</p> <p>Mike Kent stated he thought that compared to other schools, the KHSD site was very user friendly.</p> <p>Simon said he would take on board people's wishes and would welcome views emailed to him.</p> <p>Monty added that from past magazines the most popular section was of reading of past friends and their short news of where they were and the jobs etc., and Simon said he would look into how something similar might be implemented on the website.</p> <p>The Headmaster gave his thanks to the committee and had to leave for another appointment, we thanked him for attending the meeting.</p>	13-01-04	SH
8	<p>Archives</p> <p>Harriet has been liaising with James Woolliams and Frank Foster and scans on disc will be sent to schooldays. The committee expressed appreciation for the work done and for Tony Middleton's efforts in the archive room.</p> <p>Brian Dean mentioned that he had a box full of past magazines and would bring them for Harriet to use.</p>	13-01-05	BD / HA
9	<p>Events</p> <p><u>March 15th KHA Quiz Night</u></p> <p>Ken Wingfield Event Sec explained to the committee that as the school was putting on a show, "Sweet Charity", at 7-30pm that evening, Ken had made the decision to bring the quiz night forward to start selecting quiz teams at 5-30 ready to start at 6-00pm prompt and to have a shortened quiz to take place whilst having a curry dinner with the sixth form.</p> <p>It was noted the some of the Governors will be attending the school show Sweet Charity on the night, so hopefully some of the KHA committee have the opportunity to meet other people of the school organisation after the annual KHA Quiz night on the same evening.</p> <p>It was agreed with Harriet and Mrs Chapman that cost to visitors will be £5 a ticket for the curry and a glass of wine; the school will pay for the sixth form.</p> <p><u>March 16th Founders Day</u></p> <p>Itinerary is as follows:</p> <ul style="list-style-type: none"> • 09:30 - Meet at Daylesford Church Short Thanks Service around founders resting place • 10:00 - Welcome Coffee to all visitors • 10:30 - KHA Committee meeting KHA Centre, Archive room • 12:45 - Lunch <u>please book via Events Sec Ken Wingfield 01530-812361 by March 10th</u> • 14:00 - Meet for a social drink and chat in the sixth form area and Archive Display. <p>During the afternoon, Harriet has confirmed that visits to houses can be arranged – again please let Ken know when booking lunch.</p>		

	<p>Summer Reunion Harriet has confirmed that May 11th is agreed for the KHA Reunion Day and that the programme is as follows:</p> <ul style="list-style-type: none"> • 10:00am – Welcome Coffee, name badges given to visitors who book via the school-days site and Ken Wingfield (6th Form Area TBC) • 10:20 – AGM (Lecture theatre or Hall TBC) • 12:30 – Lunch (Menu, venue and cost TBC) • 13:50 – 200 Club Draw (6th Form area) • 14:00 – OB/G vs. School Cricket Match (TBC) Archive display / social drink and chat; Afternoon House visits / Archive Display TBC • 16:30 – BBQ (cost / venue TBC) <p>As noted, the venues, costs and final arrangements are still to be confirmed.</p> <p>[Secretary's Note: Post meeting, the OB/G vs. School cricket match has been rescheduled for Speech Day, July 6th, at the Headmaster's behest, confirmed by Harriet. Anyone wishing to be involved contact Harriet 01608-713880 or Ed Wormington edwormy@hotmail.co.uk]</p>			
10	<p>AOB <u>Bursaries</u> The Moratorium still remains in place until the KHA chairman assesses future plans in liaison with the Governors. Eddie White suggested that the procedures for awarding Bursaries needs review as he feels that in some instances procedures have not been followed as agreed. Mike Kent suggested that KHA should state a clear preference – preferably a firm commitment – to award Bursaries only for boarders, on the basis that the kind of social needs we seek to meet are only really met adequately in this way. It was agreed that if a bursary pupil leaves, the school must inform both the Treasurer and Chairman, and as a default the committed spend from CTF will be reduced accordingly until other support has been agreed in the normal way. It was mentioned earlier by the headmaster that one of the children presently supported by the KHA is very talented and wants to go into the sixth form, and asked if the KHA would continue to support him (bearing in mind the higher cost of 6th Form attendance). It was formally agreed that the KHA would continue to support the child throughout the 6th Form period.</p> <p>Harriet had a letter from a Mr Simon Wales and asked if anyone knew the gentleman from their era. Unfortunately, nobody did although it was suggested that he might have been a member of staff rather than a pupil.</p> <p>There was no other business.</p> <p>The Chairman Closed the meeting at 13:15 hrs. As noted above, the next meeting is on Saturday 16th March at 10:30hrs.</p>	13-01-06	NS / HA	
Complete (Secretary):			Approved (Chairman):	

ACTION REVIEW

Action No.	Description	Actionee
12-09-03	Mind the gap with Tom Lofts New Zealand Ongoing	SH JM
12-09-04	Meeting with KHA/GOV Chairmen / Ongoing / E mail committee	JM

12-09-07	Modernise and update KHA notice board Top School Ongoing	KW HA SH
12-09-09	Update of Grave stones via Mark Amis / Liaise with church personal	MK JM
13-01-01	News Letter on KHSD	HA SH
13-01-02	Death of two pupils to be put on KHDS site	SH JM MK
13-01-03	OB's that had passed away – provide SH with details for KHSD, and Mike Kent contact the bank involved re. standing order.	JM, MK & SH
13-01-04	Look into how brief noted under "News of Old Boys" (as per 'Over the Hill') could be mimicked on KHSD	SH
13-01-05	Bring in to school boxes of old school magazines for Harriet to archive.	BD
13-01-06	School (Bursary?) to inform KHA (Chair <u>and</u> Treasurer) whenever a KHA supported pupil leaves the school.	NS / HA