

Minutes of the Old Bordenian Association Meeting held via Zoom
Wednesday 14 July 2021

Members present: Mark Bailey (chair), Ashley Tomlin (for Agenda items 1 & 2), Mark Sayer, Keith Shea, Jeremy Swaffer (for Agenda item 1), Chris Terry, Donal Watkin, David Palmer (secretary)

Apologies for absence: None received

1. Wellbeing Garden discussion (led by Jeremy Swaffer)

Jeremy Swaffer presented his Wellbeing Garden proposal (distributed separately), including the plans for varying levels of input from the specific school years and progress so far from national organisations such as the Woodland Trust and RHS. He concluded with potential areas of help that could be given by the OBA. The proposal was met with enthusiasm by committee members. Chris Terry said that we should be able to help the project with our current list of OBA contacts. Donal Watkin agreed, stating that we should be able to help in a number of the suggested areas of help required. Jeremy said that he would send an amended pack, suitable for posting on the OBA website. Ashley Tomlin asked Jeremy to draft an article for the School newsletter, publicising that the OBA are assisting with the project.

Action: Jeremy Swaffer to i) provide suitable proposal document for the OBA website; ii) draft an article for the School newsletter.

2. Update from Head:

Ashley Tomlin reported that this school year had been the hardest ever for Head Teachers, due to the Covid pandemic. The requirement for teacher assessments, in place of GCSE and A levels, had made things difficult for staff and students, although Ashley said that Borden had weathered this very well. Ashley gave an overview of the work involved in the Teacher Assessed Grades process.

The school now had a new website and a new prospectus. The prospectus had been produced in-house so it can be amended or updated easily and quickly.

The old pictures that had been around the school for many years had been replaced with modern pictures of the school in action. It was suggested that the old pictures could be auctioned at the next OBA dinner to raise funds.

A newsletter will be produced for the first time at the end of term, with the intention of this being produced twice a term to replace the current weekly update.

The internal wooden doors at the main entrance are being replaced with glass doors (incorporating the school logo) and the reception area is to be opened up to be visible and obvious to all visitors, to ensure the school has a much more modern feel to it.

Ashley gave an overview of the plans for the new development to facilitate the expansion of the school numbers. The designs have been made available on the school website (also on the OBA website:

https://old-bordenians.bordengrammar.kent.sch.uk/images/Borden_Grammar_School_Expansion_Plan.pdf)

Ashley said that the new development was a balance between the cost, practicality and residents' views.

Ashley confirmed that it was his intention to stay as a single Academy Trust.

The school attendance had been 97%, which compared very well against the national average of 90%. They would be running a summer school for new Year 7 pupils.

Ashley summarised the changes proposed for the next school year, which include staggered breaks and Covid procedures.

Ashley asked for ideas for a speaker for the school prizegiving (date to be confirmed). He said the speaker didn't necessarily have to be an Old Boy or Girl nor successful in business. He wanted someone who had made a difference or overcome adversity. Mark Bailey suggested Jason Lee would be an excellent choice, if available, who had spoken at the OBA dinner in recent years.

Action: Mark Bailey

3. Actions from previous meeting (12 May 2021)

(1.2) A contact had been provided for the school well-being garden. **Completed**

(2.1.1) Steve Dale had not responded to Chris Terry's requests for options available to us following the changes to the school website. **Carried Forward**

(2.1.2) No response had been received about the format a potential e-Maroon could take. **Carried Forward**

(2.1.3) Mark Bailey had provided information about the OBA to include in the information pack to be sent to all school leavers. **Completed**

(3) Work had been carried out to provide annual, monthly and one-off payments via PayPal, but this had not yet been completed. **Carried Forward (Mark Sayer & Chris Terry)**

(5) It was reported that 10 people had now asked to make donations to the OBA. Information had been provided to Donal Watkin. Donal said that he would draft a generic letter to send to anyone making a similar request, to streamline the process.

Action: Donal Watkin

4. Membership sub-group Update

4.1. Communications progress

4.1.1. The report on Bryan Short's passing generated 560 views to the website, with good material produced by a number of Old Boys. Chris thanked Mark Sayer for his work in producing a detailed obituary for the website.

4.1.2. 27 responses had been received to the 'snail mail' exercise to gather up to date information on members contact details. Keith Shea had received two cheques in response to the mailing. 200 letters were sent out. 59 new people had now been added to the Mail Chimp system.

4.1.3. Keith Shea would update the membership database with details of donations received on 1 June.

Action: Keith Shea

4.1.4. Keith Shea reported that letters had been sent to all those members who have yet to provide an email address, asking them to provide one if possible.

4.1.5. Mark Sayer reported that Captain Robert Haig Kitson's own military service memoir had been published on Facebook. Mark would approach him to ask whether we could serialise it on our website.

Action: Mark Sayer

4.2. Charitable Status

It was agreed that Donal Watkin, supported by Mark Bailey, would take forward the Registration for Charitable Recognition status with HMRC. The outcome of this would be reported in the Treasurer's Report at the next AGM.

Action: Donal Watkin and Mark Bailey

5. Treasurers Update

Donal Watkin presented the current P&L position. This is attached to these minutes at Annex A. There was a query about the history of the annual Cricket Bat award and its cost. David Palmer would consult Neil Hancock to investigate its history. It was noted that the Association was losing in the region of £1,000 a year, but this was due to the commitment of the funding of the School bus at £4k per year, which had now ceased, and was not a cause for concern.

Action: David Palmer

6. Update on School House Trust Fund

Mark Bailey offered to get more information on the current position of the Trust Fund.

Action: Mark Bailey

7. Any Other Business

7.1. Timing of AGMs

Mark Sayer had proposed scheduling future Annual General Meetings of the Association to be scheduled in the 3rd week of September to enable any potential school leavers to attend before going to University. This would be taken on board but wouldn't be possible in 2021 due to current commitments. During the discussion, it was agreed that we should investigate the possibility of hosting a physical AGM with an online capability for those not able to attend the meeting in person. Mark Bailey would approach Ashley Tomlin to identify any suitable facility within the school.

Action: Mark Bailey

7.2. Actions from Wellbeing Garden presentation

It was agreed that the OBA would be fully behind the proposal put forward by Jeremy Swaffer. It was too early to make any definite plans for assistance but it was suggested that we could run a communication campaign via the website, followed up by a Mail Chimp mailshot to generate funds or other assistance required. In the immediate future, we could potentially fund any capital expenditure items. Mark Bailey agreed to contact Jeremy to identify any immediate cost requirements and how the OBA community could help initially.

Action: Mark Bailey

8. Date of Next Meeting

The next meeting will be the AGM and will take place on Friday 24 September at 19:00. Details will be emailed to committee members when available (see 7.1 above).

OBA Finance Update – July 2021

P&L (as at 13 July)			
		1 Aug '20-13 Jul '21	2019/20
		£	£
Income			
Donations		3,097.00	3,083.00
Annual Dinner		-	-
Book Sales		-	-
Tie Sales		-	-
Total:		3,097.00	3,083.00
Expenditure			
Annual Dinner		-	-
Minibus Contribution		4,000.00	4,000.00
Cricket Bat		90.00	90.00
Mailshot (BGS)		101.00	-
Paypal Fees		5.37*	35.00
Football Shirts		-	-
Donation to BGS		-	-
Total:		4,191.00	4,125.00
Net Surplus		<u>-1,094.00</u>	<u>-1,042.00</u>
Balance Sheet (as at 13 July)			
		£	
Bank balance 1 Aug 20		12,653.0	
Surplus for ytd:		-1,094.00	
Total (ytd):		<u>11,559</u>	
Closing Bank Balance (13 Jul):		11,427	
Chq to be desposited		130.00	
Total:		<u>11,557</u>	NOTE: Includes £1,374 Annual Dinner sales c/f
Stock of Ties		198.00	
		(*Paypal fee estimate - may account for £2 variance - to be reconciled)	