



Minutes of the OWBA Committee Meeting

Friday 8th November 2013 at 4pm

Downward Room, West Buckland School

Present

Neil Kingdon (President)

Ian Blewett

John Light (Foundation Chairman)

Valerie Bishop (Foundation Manager)

John Vick (Headmaster)

Jamie Conchie

Stuart Smith

David Walker

Adam Crispin

Lucy Lancaster (ARO)

1. Apologies

Charlie Popplewell

Peter Williams

2. Matters arising from the last meeting

Accounts

JC asked whether the Bursar had agreed to do the accounts for the OWBA. VB confirmed that she would produce the accounts in future.

Buckland Brief

VB brought along two examples of alumni publications from other schools which were discussed amongst the committee. She confirmed that the Buckland Brief would be produced in electronic form in January and then in printed form, and sent out along with the school publication, In Form in July. There would obviously be those who were not on email, who would be sent out the printed form in January, and anyone on the committee who is aware of who should get this, should let LCL or VB know before January. VB said she would work with Andrew Conibear (Marketing Manager) on any new publication. NK asked the committee whether they were happy for VB and LCL to coordinate. All agreed. SS suggested that more news was required for the magazine and VB confirmed that more information is being received as JFV had sent out a message to all staff to pass on any news to the OWBA office about any alumni. SS asked whether we should have Year Representatives. It was agreed that this should be set up this year.

Action: VB/LCL to investigate

Action: Committee to let VB/LCL have a list of those needing hard copies of January e-brief

Membership Fee

The issue of the life membership fee was raised at the AGM. NK wanted to raise this fee from £50 to £60. At the AGM, the committee was given power to decide what amount is suitable.

Constitutionally, the committee were obliged to agree the rise in the subscription fee with JFV. If he did agree, then the next step was to put the proposal to the Bursar. NK proposed a rise to £60, DW seconded. The motion was carried.

Action: NK to talk to JFV

Careers Advice

NK explained to the committee that links were being set up between the OWBA and the school community in terms of careers advice and higher education in order to establish what input the OWBA can provide.

Election of Honorary Members

At the AGM, DW proposed that Lady Arran be made an Honorary Member. NK had received a letter saying that she was honoured to accept. NK proposed her appointment and this was seconded by DW. The motion was carried.

3. Financial Governance/Terms of Reference

NK confirmed that the financial objectives were to cover costs and to grow the invested capital. NK said that the purpose of the invested capital was to support the West Buckland School Community. SS asked for clarification of what was meant by the school community. NK confirmed that it was the OWBA, Parents' Association, the School and the Foundation. JC asked whether the President should have a budget and should he have the responsibility of funding certain items. NK referred to DW and AC for clarification. NK asked the committee how they wanted to be kept abreast of financial matters. VB would continue to produce the accounts. It was agreed that referral would be made to the President and two other members of the committee for payments over £250.

4. Intra-committee communication

All agreed to the proposal that VB and LCL keep the committee informed of all events, contacts and financial outgoings but that VB/LCL were not expected to respond to all emails.

5. November Events

LCL briefed the committee on the forthcoming events, namely the Chartered Surveyors' Dinner and Plymouth Lunch. Numbers were currently 17 and 40 respectively. The Plymouth Lunch was discussed in more detail as it mainly appealed to the older alumni from the south Devon area. A mini bus has been provided by the school and a driver from the support staff would be paid to take those from the North Devon area. This was seen as a welcome service.

Other Events

Following on from this, VB talked about future events that were planned. A reunion in Bristol was planned for early February as well as a reunion in Thailand in March to coincide with the Headmaster's visit to South East Asia. If these were successful, more would be planned. She also explained that next year's Exmoor would include a vintage bus to take passengers to various points on the Exmoor route as well as a reception hosted in the Club Room afterwards. This is in addition to the usual participants in the run. VB had been working on an events calendar which would be sent out to all in the school community at the end of November. She had also set up the ability to book these events on line. Some financial input from the OWBA for both the calendar and the Thai Reunion would be helpful. The costs of the latter were not clear and JFV was going to investigate, however, the cost to the Foundation of the calendar was approximately £2,000. She asked for a donation from the OWBA in the region of £300-£400. All agreed. SS asked what the purpose of the

Thai reunion was. Was it to attract new students as well as meet former pupils? Members of the Hoontrakul family owned a tea room with a room named after the Brereton which had been offered to host the reception in Bangkok. JFV had asked them for a price for the reception but he had not heard back from them.

Action: JFV to tell OWBA committee proposed price

6. Remembrance Day 2014

VB outlined from an email she had sent previously to the OWBA committee the ideas for commemorating the anniversary of World War One in 2014. The main item the OWBA were asked to support was for researching names and the cost of joining various websites. VB suggested that a Remembrance Dinner be hosted at school which might replace the Chartered Surveyors' Dinner and the Plymouth Lunch for that year. All agreed that financial support would be available from the OWBA.

Remembrance Service Sunday 10th November

Andrew Broggio had agreed to read the names of those fallen during the service at school. This was to be held in the Memorial Hall at 10.15am.

7. AOB

Debit card

NK stated that a resolution needed to be passed for LCL to apply for a debit card. This was agreed.

Action: LCL to make application for debit card

Biographies

LCL asked for biographies from those committee members who had not yet submitted them to do so for the redevelopment of the website.

Action: LCL to contact those who had not submitted

London Dinner

NK asked for the committee for nominations to be submitted for speakers at the London Dinner as a matter of urgency. JFV suggested asking Sarah Carter, NK had made approaches to the office of Colonel John Blashford-Snell, a renowned explorer and SS suggested Alireza Ittihadieh (75-79 C).

Action: SS to contact Ittihadieh, NK to follow up with Blashford-Snell

Date of the next meeting

Friday 14th February 2014, 4pm in the Downward Room

The meeting ended at 5.15pm