**Minutes of The Friends A.G.M. Friday 12th July, 1.30pm @ Surestart centre**

**Present :** Kate D, Gill, Kate B, Helen H, Kelly Watkins, Emma, Marie, Corinne Hall, Danielle Bowers, Alison Booth, Roen Middleton, SJ Holloway (for AGM part only, Natalie, Carly, Ella (from 2pm, so missed AGM part), Mr Bray for 10 minutes at 2.05pm

**Apologies :** Fi Iddon, Helen M, Jen Evans

Mr Bray and Mrs Lakin (especially for health and safety plans for events) who have been very supportive in all ways during their first year at school. It was particularly nice to see so many new faces at the meeting who have also been coming on board to help at events throughout the year. Kate’s plans at the start of her tenure were:- to sort out the various banking issues with signatories (have now been updated, thanks given to Gill with her assistance in that)

-update Parentkind membership, ensuring we are adequately insured for our events

- new email, successfully launched

-update constitution

Kate still wants to get the school Friends website page updated, very keen to involve anyone who would like to volunteer to help

Stock levels have been increased and with better storage we are already well stocked for future events, leaving only fresh produce to buy at the time. There has been more investment in buying re-usable stock too e.g. gazebos that can be used for many years to come.

**Treasurer’s report :** good profits have been made on all events overall (xmas £1000, Easter £700, Summer £1200). School bought the gazebos and claimed back the vat which saved 20% and have then charged the cost to the friends, which has been reimbursed to school (chq signed). ICT suite is due for construction during the summer, with funding of £7000 provided by the friends. At end of year (aug) account will have £2800 credit. Sandra voiced huge thanks from Mr Bray (had not yet arrived) and all the school for all The Friends do and provide for the school. The friends also reciprocated our thanks and felt Mr Bray should be awarded a headteachers award for his dancing at the leavers disco. When Sandra submits the accounts, she will probably ask parent HB if she would agree to be our independent auditor.

Kate moved on to the main task of updating our constitution and after some discussion, the proposed new structure of:

 Chair

 Committee of 4

 Co-opted Treasurer was unanimously agreed.

All current committee stood down. New committee was elected as follows:-

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Name** | **Proposer** | **Seconded** |
| Chair | Kate | Natalie | Alison |
| Co-opted Treasurer | Sandra | Kate | Kelly |
| Committee 1 | Kate B | Kate D | Helen H |
|  2 | Helen H | Kate B | Kelly |
|  3 | Emma | Gill | Roen |
|  4 | Natalie | Gill | Roen |

Kate D made it clear that she will only stand for this 1 further year as Chair and then she will pass the baton to another volunteer.

**Event debrief and planning section**

With regards to the summer fayre, Kate raised the fact that the Salopian Brass band had provided a lovely musical backdrop to the fayre and she had received many positive comments about them. Unfortunately, they had only received £9.75 in donations to their buckets and she felt it would be nice to offer a donation to them in thanks for their performance. She suggested £40 to be donated and this was agreed by all in attendance (Gill withdrew from voting as compromised due to Nick’s involvement as a band member).

Mr Bray attended at 2.05 pm and reiterated a huge thanks from him and Mrs Lakin. He said the events have been great experiences for the children and have helped in providing a real community spirit in school. The fundraising is an excellent by-product. A facelift for school is planned during the summer break, helped by funding from the friends.

Summer debrief: the food did not sell as well as usual, possibly partly due to there not being any tempting smell of BBQ. ??whether some of the food did not end up being served at an ideal temperature. Need to rethink this for next year.

Donkeys were extremely popular as a novelty, but due to us having to guarantee £150 profit, they then only gave us 50% of any profit beyond that, making us about £30. It was felt that perhaps people spent more of their money and time waiting for donkeys rather than spending on our stalls.

First meeting back in September, there is to be a stock take and then rearrange as we will then have full access to our new storage space.

Ideas were shared regarding sending paper bags home with each child, which were to be filled with sealed sweets and returned to be sold on our stalls (as used in other schools and easy profit maker).

Suggestion of Yr 6’s to be invited to have their own (supervised) stall again.

End of month tuck shops and sports day refreshments have done really well this year and should be continued. Suggested that if selling crisps, it is advisable to have a small selection of similar snacks suitable for younger children i.e. Under 18months

Autumn dates

Aim to ask for childcare via nursery for formal meetings only.

At start of term, suggested that we hand out flyers to parents in the playground in hope of attracting a few more new volunteers. It was also suggested that the tea bags for parents at welcome meeting was a nice touch last year and should be repeated if possible.

Zara’s availability for disco is filling up quickly, to be booked asap, after school agreement of date.

Future event ideas: table top sale, Saturday car boot, craft evening, quiz night again aimed at parents, dress down day and date for Christmas to be agreed asap.

First meeting back in September planned for Thursday 12th 1.30pm