

Friends Association of Great Chart Primary School - Annual General Meeting
Wednesday 11th January 2023 7pm School Hall

1. Present

Natalie Hubbard, Vicky Prigmore, Wendy Pang, Sarah-Marie Collins, Natalie Phillips, Paula High, Jenny Thomas, Michelle Noakes, Sally Windle, Amanda Oliver, Jennifer Keen, Charlotte Crumby, Aideen McMahon, Chantelle Bennett, Katie Brown, Alice Panagopoulos, Shelly King, Claire Tanton, Samuel Ogbaide

2. Apologies for absence

Claire Thomas

3. Minutes From The Previous AGM

Minutes were accepted as a true record of the meeting with no matters arising.

4. President's Report

Thank you so much for coming this evening and welcome to you all, especially to any new parents. Although the Friends' Association has faced some huge challenges over the last year, with the lack of continued support being the main one, I have been grateful for the support they have been able to give to the school. Their contribution is invaluable and the school and most importantly the children would really suffer without it.

As a school one of the challenges we continue to face is the very tight budget we receive to run the school. The rise in costs has impacted us greatly, not only including the fuel bills but also simple things such as paper and stationery items. The school has had to put a cap on all spending recently in order for us to continue to provide the support children receive in the classrooms.

Which brings me onto the Friends' Association. They play an extremely vital role. Budgets are becoming increasingly tight and so with your help we are able to buy the treats!

You help by:

- Raising money and enhancing the school budget
- Providing fun and interesting events throughout the year
- Supporting the school- attending new parents meetings, providing refreshments at events etc. Showing everyone that you are a part of the community.

Thank you for everything you have provided for the children:

- Pantomime
- Theatre Group
- Y3 Roman Day
- Y5 Egyptian Day
- Y1 Dinosaur Workshop

- Y6 School Action Workshop

The school is grateful to everyone for the part they play in this, however big or small. We really do appreciate the extras we can provide for the children and the work you do helps to provide this. Thank you to you all. Please could I also say a special thank you to the core members of the Friends' Association who work really hard together as a team and provide some great ideas and events for the whole school community. Thank you also to the Chairs as I have really enjoyed working with them and appreciate their enthusiasm and drive to make events both fun and exciting.

Which brings me onto the future- Our Wish List. £8,000

- Outside visitors coming into school to enhance the curriculum

Long term projects:

- KS2 trim trail and artificial grass

I'm really looking forward to the future and working with you all to ensure we can provide the very best opportunities for our wonderful pupils. Thank you to all of you for the part you will play in this. We really do appreciate your support.

The school will invoice the Friends' Association £10,000 and £1,000 for the Sensory Garden grant.

5. Chairperson's Report

Hello and welcome to the 2022/23 AGM. It is lovely to see you all.

It has been another busy year fundraising for our wonderful school.

May I take this opportunity to thank Vicki and the team for working so hard on the events that I could not be involved in due to my major surgery. I knew whilst trying to recover that in Vicki's capable hands everything would run smoothly and as I gradually returned to the events I knew the team would look after me.

Our events continue to raise money and we learn each time which events are the most successful. One thing that really stood out for us this year was the lack of support we received from parents and carers willing to help. No matter how many wonderful emails Sarah-Marie sent out, we were faced with a wall of silence.

Our team is very small and organising and running these events is extremely difficult. At times it appeared that we might have had to cancel as we simply did not have enough people.

By far the most difficult and upsetting was Fireworks Night. Making safety decisions and facing backlash from the families was devastating. This led to a meeting that I had never experienced before. A meeting to discuss the end of the Friends Association. It is awful to consider the children missing out and losing the 'extras' that

we provide to enrich their education.

We sent an email out to the families asking their thoughts on the Association and what would encourage them to become involved. We had a mainly positive response and a few people kindly offering to help. We have a summary of the responses that we can discuss during this meeting. If we can secure these people, and listen to the suggestions that were emailed in, and make a few changes we should be fine to continue with our campaign to give our children all they deserve.

As I have said numerous times before, we are a great team and we have great support from Mrs Pang, Mrs High and Mrs Thomas and of course Mr Beck and Mr Roberts. We need to once again pull together and face the next year with positivity.

6. Treasurer's Report

Outgoings since December Meeting

Event	Item	Outgoing
Fireworks 2022	Balance	£1,375.00
		0
Misc	Parentkind Fee	£140.00
		£1,515.00
	Total	0

Income – No income since December meeting

Fireworks 2022

After costs, float money taken off and ticket refunds, the event still made a profit of £1,322.78. This is low versus previous years, however given the poor weather on the night affecting footfall and the two postponements, I think we will all agree that this is a great outcome.

We still have stocks of refreshments and the glow wands that can be used at future events, so we should recoup some monies from these in the future, as currently both stalls operated at a loss overall when stock costs were taken into consideration.

Current Balance

£19,016.40 in bank, plus cash in treasurer's possession.

Summary of the Year

The financial year ran 01/08/21-31/07/22. This is the period accounting for charitable organisations is based on.

The income for the above period was £17,511.16, with expenditure of £12,534.11. This includes the £7,000 donation to the school for additional learning activities, the panto, equipment and the sensory garden (versus £2,000 the previous year, at the heart of the pandemic).

Income highlights include:

Fireworks night profit	£7,008.32
Elfridges	£763.50
Grant from Arnold Clark	£1,000.00
Someone special giftshop	£738.64
Summer fete profit	£2,667.40

7. Voting For Committee Positions and Charitable Trustees

The following people were proposed for committee positions.

Co- Chairpersons – Natalie Hubbard & Vicki Prigmore

Secretary – Sarah-Marie Collins

Treasurer – Natalie Phillips

President – Wendy Pang

This was unanimously agreed by those in attendance.

The following people were proposed as charitable trustees:

Shelley King, Jennifer Keen, Claire Tanton, Michelle Noakes and Samuel Ogbaide

This was unanimously agreed by those in attendance.

8. A.O.B.

Feedback from the Friends' Association Survey

Vicki thanked everyone for completing the survey and reported that there had been 41 responses. Mrs. Pang noted that this is about the average parental response for surveys. The responses were largely positive.

Main issues raised:

- Lack of awareness of how to join the Friends' Association

Parents were surprised by the lack of people in the Friends and were assuming the emails were being sent out to be inclusive. In future, emails should be specific in saying we need members and / or helpers.

- Lack of awareness of what money raised is used for

Mrs. Pang already mentions in emails and on Class Dojo when an event is supported by the Friends.

Friends' emails also often mention how money is spent.

A public tracker or totaliser was suggested as a way for parents to see what money is being raised for with events such as Dinosaur Day, Pantomime etc going up the side.

- The possibility of holding meetings online

It was agreed that face to face meetings work well because they allow for conversation and ideas to be bounced around and this may be stifled by a formal online meeting.

Mrs. Pang also mentioned that the school wifi is not great for online meetings.

- Feeding information back to parents

Although the minutes are published following Friends' meetings, Vicki suggested sending a more informal email out to parents to feedback what has been discussed.

This could include a Google Form if parents wish to send a response.

- Lack of awareness of what types of help are needed for events

In future, we will explain what roles are needed at events rather than asking for generic help. We will also form a bank of contacts of those who are willing to help at Friends' events.

- Dates of Meetings and Events

Parents asked if we could publicise the dates of meetings and events in advance.

Mrs. Pang will send out an email following the meeting and this will include the dates of meetings for this academic year.

- Who Are The Friends Association

It was suggested that we resume sending out a newsletter from the Friends Association. This could include a photo of the team so parents know who we are. Also, to let parents know that the Senior Leadership Team of the school attend meetings.

- Social side of the Friends' Association

As well as raising money for the school, there is a social aspect to being a member of the Friends Association. It was suggested that we hold a social event where those who mentioned an interest in joining could come along and meet the current Friends' Association. There will also be an invitation to come along to the Singleton Barn after meetings.

9. **Dates of Next Meetings**

Wednesday 8th February 2023

Wednesday 22nd March 2023

Wednesday 24th May 2023

Wednesday 21st June 2023

Wednesday 5th July 2023