



FRIENDS AGM MEETING MINUTES - Wednesday 16th October 2024

Attended:

Mr Dillon (Head teacher), Mrs Cameron (Deputy Head teacher), Mrs McAllister, Hannah Wakefield (Chair), Ellie Stapleton, Julie Hallett, Becki Pethick-Weare, Hannah Crowther, Terri Pollard, Kate Coughlan.

	Action
<p><u>Committee Members</u></p> <ul style="list-style-type: none"> Hannah W explained the purpose of the AGM meeting and welcomed all those in attendance. Old committee members are to stand down at the meeting & new ones will be nominated. The roles which need filling at a minimum are chair, treasurer and secretary. Hannah W explained that for the past year herself and another lady Nicola had been in the chair role but Nicola had decided to stand down. Ellie and Julie had been joint treasurers and Kate had been secretary. Those present voted for committee members and agreed the following which remains the same as last year: Hannah W – Chair Ellie – Joint Treasurer Julie – Joint Treasurer Kate - Secretary Hannah C is interested in the role of chair but would like to attend some more meetings and get greater understanding of what is required before making a commitment. Hannah C, Terri and Becki agreed to join as committee members. They will be added to the Friends what app group. The priority for this year will be getting things in order so Friends can put more bids in for funding. 	<p>Kate</p>
<p><u>Finance Update</u></p> <ul style="list-style-type: none"> All funds raised by the previous Friends committee were transferred to the school in January 2024 when the previous chair Lucy stepped down. This was transferred to Mrs Downs, the School Business Manager at the time. £1k was left in the Friends account as a float at the time of handover to Ellie and Julie as new treasurers. There is currently £3,567.10 in the account with total profits/funds after existing £1k float is taken out being £2,567.10. This was raised as follows: <ul style="list-style-type: none"> ➤ £163.08 – remaining donation from school Christmas bazaar run by Y6 	

<ul style="list-style-type: none"> ➤ £767.98 – school disco ➤ £1,593.83 – summer fair ➤ £52.00 – BFC lottery contributions ➤ minus £9.79 for Christmas card postage • £600 of the £3,567.10 has been set aside for artwork for the library which Mr Dillon is progressing. £90 will be used for the online pantomime which Friends are gifting to pupils this Christmas. • A cheque has been received for £96.00 which Julie will cash in and so will be added to the £2,567.10 profits. • Asda Cashpot for schools has been advertised to parents and may bring in some profits. • It was agreed that Friends would continue to fund the library renovation which includes decoration and new stock. 	
<p><u>Upcoming Events</u></p> <ul style="list-style-type: none"> • Christmas cards – The designs have been returned to the company and the order forms should be sent to the school next week. Parents will then order the cards and any other merchandise directly with the company. By doing the Christmas cards early this year Friends will receive 10p additional funding per item. • Dress down day – This is on Friday 25th October and will be £1 donation which will be given to teachers. • Present room – <ul style="list-style-type: none"> ○ Julie and Ellie went through the shed to see what could be used, there were some toiletries which Julie is making up into gift sets. ○ Agreed would ask parents for donations w/c 11th November. Important to remind parents donations can be pre-loved as long as they are in good condition. If after donations week extra presents are needed they can be purchased with some of the profits from dress down day. ○ Hannah C mentioned that she had been able to get some donations from local companies & Bracknell Facebook groups. ○ Have about 8-10 volunteers to help on the day. Will need to check what times they can all do – part of morning, whole morning etc. ○ Agreed 19th November to sort out shed and store donations received 11th-15th November. • Online Pantomime – Friends have purchased as a gift for the school. £90 for a version which can be used as many times as want so teachers can choose when to show it to their classes. Invoice has been received & to be paid. Waiting to hear back from the company about when can expect to receive the digital copies. • Parents Quiz – Need to check dates with Sally-Ann who has previously run the quizzes. Agreed a Friday night after the February half term break. Plan to run a raffle and have some things can use in the shed but any donations always useful too. • Other future fundraising ideas were discussed: <ul style="list-style-type: none"> ○ Fireworks 	<p>Kate</p> <p>Julie/Elle/Hannah W/Hannah C</p> <p>Ellie/Kate</p> <p>Kate</p>

<ul style="list-style-type: none"> ○ Circus ○ Outdoor cinema ○ Cinema in the hall ○ Ice creams after school ○ Jingle jog with craft stalls <ul style="list-style-type: none"> ● Agreed would run school disco next year (likely April time) and maybe movie in hall (March or May). Hard to commit to some of the bigger fundraising events including a summer fair without more volunteers. 	
<p><u>Volunteers</u></p> <ul style="list-style-type: none"> ● Ideally need a list of volunteers that can commit to helping at events even if not committee members. The more volunteers Friends has the more events which can be run. ● Discussed ways to recruit more volunteers – posters, mail out in book bags, via Facebook pages, information to be sent out separately to the school newsletter so it gets seen. ● Would be great to get a rep for each year group so can raise the profile of Friends and make parents aware of what it is, need for volunteers, commitment etc. 	
<p><u>AOB</u> None</p>	
<p><u>Date of Next Meeting</u> It was agreed that the next meeting will be Tuesday 21st January at 6pm in the school staff room.</p>	