

Charlton Horethorne C of E Primary School Friends of the School

ANNUAL GENERAL & BUSINESS MEETING

17th October 2019

held in Dragonfly Classroom at 3.15pm

Minutes

Present: Mel Oura (Chair), Victoria Holt (Chair), Helen Bagwell (Treasurer), Kirstie Lynch (Secretary), Elizabeth Persson, Andrea Rogers

1. Apologies for absence: Tess Horn, Kate Baker, Andrea Power, Juliet Churchward
2. Chair's Report for 2018/2019: Presented by Mel. Thanks to all concerned with FSA, which although a small team, is a good team that enjoy working together and do a good job. Thanks to the committee and the parents that volunteer. The FSA have spent more money than raised in the past year, nearly £2000 towards the playground refurbishment. It is good to have a big focus to spend money on, rather than leaving it in the bank. A special thanks to Andrea Rogers for all her behind the scenes ideas and creativity.
FSA dinner out suggested.
Future plans to be focused on inside the school and driven by staff needs/ideas (topic books).
Good links built with the community in the last year, advertising events locally and events attended when held out of the school (Spring Fair) Enjoying seeing in Parish magazine.
Future plans for village breakfast perhaps linked to Family service on Sunday once a month, start January, donations could be split between village hall and school
VH reiterated thanks.
There was a discussion about how to get more parents involved in FSA and Helen pointed out the amazing parents that volunteered and turned up to help at the Autumn Fayre. VH good for the children to see FSA & events. KL make obvious what the FSA have funded, stickers
3. Treasurer's Report for the year ending 30/09/2019:
Opening balance £4339.01, closing balance £1208.09. Total expenditure £4877.22, Total Income £1746.30
Figures don't include Autumn Fayre
Reduced reserves but better to spend it.
Average funding per year approx. £2-3k excepting big items (approx. £100 per family)
4. Minutes of previous AGM agreed by AR
5. Election of Officers of the Committee:
Present committee happy to be re-elected in the absence of any other volunteers.
MO (co-Chair) proposed by Kate Baker,
VH (co-Chair) proposed by Andrea Power,
HB (Treasurer) proposed by Andrea Rogers,
KL (secretary) proposed by Juliet Churchward.
All seconded by Elizabeth Persson

6. Minutes of Previous meeting 11th September 2019:

no further actions.

Art for Christmas cards done and should be out by half term for parents to order

7. Autumn Fayre feedback:

£685 profit, Raffle raised a lot (The Kings Arms sold many tickets), HB to action thank you letters with photos in liaison with Gemma Kingman

8. Dates for coffee & cake, breakfast and non-uniform day

8th November - Coffee & Cake

21st November – Breakfast ?theme ticket/token at door - Autumn

29th November – Non-uniform day (no theme)– bring items for hamper (Christmas Play)

13th December – Christmas Movie Night (run by staff) refreshments – prepackaged popcorn/marshmallow/hot chocolate

9. Christmas cafe 30th November

Village hall booked at special rate, café open 10-1am. Donations of cake requested. Serve refreshments/soup/roll

Volunteers required for day

Lots of room for tables for customers with some stalls around the outside, Dan the Bakerman bread, Rachel Butters smellies, AR bird feeders/seed bombs, HB clothes stall

Colouring for kids

Children singing ?need member of staff to attend?

Small raffle on the day

10. Christmas activities

Father Christmas organised by School (not FSA)

Pass the Parcel – HB to consult teachers for what prizes they would like, prize per class

Presents – Book People HB, wrapping party to be organised, Sweets already purchased

Christmas meal – Nick & Victoria Holt 17th December volunteers for day

Theatre Group – happy to fund

Christmas Play – raffle Hampers x 2 (contents from non-uniform days), serve mulled cider/apple juice

11. Funding decisions: Musical Instruments – thanks from Mrs Chapman for instruments already purchased. Request made for drums - £40 agreed

School trip (£400) – no longer happening

Topic books (£300 [£100 per class]) already agreed

Dojo Prizes (£200) – FSA would rather not fund 15 point Dojo prizes as items potentially expendable and difficult to justify. FSA very happy to cover book token costs at higher Dojo point level

FSA constitution contains funding for guinea pig food, school no longer has guinea pigs so agreed to buy bird food instead

Covers for BBQs/bar sourced by VH covers £10 each - Agreed

Kitchen – purchase cake knife/slices HB, Tea towels VH

12. Any Other Business

Date for next meeting 16th January 3.15pm

Next Breakfast date in February (Pancake day)

FSA Facebook page find us [@charltonfsa](#)

FSA Events

DATE	TIME	EVENT	Volunteers	Notes
8th November 2019	3.15pm	Coffee & Cake	volunteers required	donations request
21st November 2019	8.15am	Breakfast	VH, MO, KL, HB	£1 pay at door
29th November 2019		Non-Uniform Day		Bring Hamper Item
30th November 2019	10am-1pm	Christmas Café	Volunteers required	Village Hall
11th December 2019		Christmas Play	volunteers required	Raffle/refreshments
12th December 2019		Christmas Play	volunteers required	Raffle/refreshments
13th December 2019	3.30 - 5.30pm	Christmas Movie Night		
17th December 2019		Christmas Dinner	volunteers required	
16th January 2020	3.15pm	FSA meeting		
February	8am	Breakfast		