

St Andrews CofE Primary School

Friends Annual General Meeting - 17th October 2019

Present:

Sally Clargo SC
Abbie Mayo AM
Clare Harrison CH
Danielle Gibbons DG
Monica Villaescusa MV
Jay Warner JW
Tracy Roach TR
Sian Reading SR
Nicola Edwards NE
Lynne Pocock LP
Arabella Brai AB

Apologies: Sam Clifton, Beatrice Folsom

1. Appreciation - parents who were members of the committee last year were thanked for their contribution to the achievement and success of fundraising activities carried out throughout the year.

2. AGM

2.1 SC gave the welcoming speech to welcome returning and new parents to the Friends. **SC** informed all that both Lara and Vanessa have resigned from the Friends committee.

2.2 AM distributed the financial reports for the last academic year. According to the report, as of 01.09.19 there was a balance of £6,551.35 in the account.

2.3 Election of new committee

SC informed all that she will be stepping down from her position as chair of the Friends. All thanked **SC** for her commitment and dedication to the Friends over the years.

Committee members 2019/20

Chair - Abbie Mayo (nominated by **TR, JW**)

Vice-Chair - Arabella Brai (nominated by **CH, AM**)

Treasurer - Jay Warner (nominated by **AM, MV**)

Secretary - Clare Harrison (nominated by **JW, DG**)

Monica Villaescusa

Danielle Gibbons

Tracy Roach

Sian Reading

Lynne Pocock - teaching staff representative

Beatrice Folson and Sam Clifton were also elected in as committee members by the above present members.

3. Important dates

Christmas shopping - **All** agreed that this would take place W/C 2nd December. Letters will go out to parents on the 18th November and will need to be back by 22nd November. **AM** to create and distribute forms. **NE** agreed that the end of the day would be an appropriate time for committee members to come in and

shop with the children, with the exception of the nursery children where this would have to be done in the morning.

Christmas production - **NE** informed all that there would be no evening performances and that we would need to provide tea/coffees on the following dates:

11th December - 2pm

12th December 9am and 2pm

AM asked all whether we should sell anything at these events, **SR** suggested pastries, **ALL** agreed this would be a great idea.

AM informed all that instead of breakfast with Santa this year, she has contacted a company that arranges visits from an ELF, they hold an assembly where the children get to see how magic dust is made and then each child receives a book from the ELF as their Christmas present at the end of the assembly. **ALL** agreed that this is a great idea. **AM** to confirm time (date held Friday 6th December).

AM suggested that we come in on a weekend to clear out the Friends shed before we start the shopping for the Christmas fayre, so we do not duplicate on gifts we may already have at the back of the shed! **ALL** agreed that we will come in on Saturday 2nd November from 10 am.

Parents Evening - October 29/31. **AM** suggested that we should create flyers promoting the Friends and in particular asking for support for the Christmas fayre. **NE** suggested we offer tea/coffee/biscuits to the parents. **CH** to circulate rota for coverage.

Non-school uniform date - Friday 22nd November. Children can wear their own clothes but are asked to donate a luxury item for the staff tombola.

Christmas fayre - Friday 29th November

- Children to make Christmas decorations to sell at the fayre, **NE** agreed to all staff spending the same amount on the materials needed.
- **AM** informed all that she has already secured some raffles prizes but asked whether we **ALL** could try and secure as many as possible.
- Jam jars, **ALL** to take responsibility to hand out jars to those who you think will return them, **AM** has lots of jars and will distribute them to us all nearer the time.
- Programme - **AB** informed all that she is happy to create this.
- **AM** asked whether it was possible for teachers to run other stalls as well as the teacher's tombola. **NE** agreed.
- **CH** suggested that we utilise YR 6 children more, asking them whether they would like to run more stalls (with adult supervision).

AOB - **AM** informed all that she is going to create a Friends email account so we can all have access to it.

NE suggested we should do something as a way to thank Sally for all her hard work over the years. **AM** suggested perhaps getting her something personalised as a gift, **AM** to look into this.

Date of next meeting - Monday 4th November at 7pm.

Meeting closed at 20:15