

**Friends Association of Great Chart Primary School - Annual General Meeting**  
**Tuesday 16th January 2024 7pm in the Community Room**

**1. Present**

Natalie Hubbard, Vicky Prigmore, Wendy Pang, Sarah-Marie Collins, Natalie Phillips, Paula High, Jenny Thomas, Michelle Noakes, Amanda Oliver, Jennifer Keen, Chantelle Bennett, Katie Brown, Alice Panagopoulos, Shelly King, Claire Tanton, Khadija Hamid

**2. Apologies for absence**

Samuel Ogbaide

**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.

It has been so lovely to see the Friends' Association once again grow over the past year with the commitment and dedication of so many of you. I have been grateful for the support you are able to give to the school. Your 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. You 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:

- Panto
- Theatre Groups
- Book Week event
- Workshops including the Y1 dinosaur day
- Contributing to the trim trails

The finance office will invoice the Friends' Association for £11,000 (minus the money from

the school discos)

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.

I would also like to give a huge 'thank you' to Natalie and Vicki, our Co Chairs, as they will be stepping down this evening. They have been pivotal to keeping the Friends' Association running and have worked hard to attract new members and to continue to 'grow' a successful group of individuals all with the core aim of raising money for the school and children. Thank you to you both. I've really enjoyed working with you and I really have appreciated everything you have done for the school.

Which brings me onto the future- Our Wish List for 2024-25

- Outside visitors coming into school to enhance the curriculum
- Support funding our peripatetic teachers such as ukulele
- Curriculum resources- IT, Reading books, other curriculum resources

Due to costs escalating over the past few years we would like to ask the Friends' Association for between £12,000- £15,000

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.

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## **5. Chairperson's Report**

Hello and a warm welcome to our AGM. It is really lovely to see you all here.

We have had a very successful year of fundraising for our wonderful school and have a really healthy bank balance to show for all our hard work.

We are a dedicated and determined bunch doing our very best to give the children those extra enrichments that the school could not afford.

We provide events for the children and their families and are fortunate to see them having lots of fun together.

As the team are already aware, both Vicki and I are stepping down from the positions of Co-Chairs as we believe it is time for other people to have a chance to organise the activities and perhaps introduce some new ones.

We will not be deserting the team though and are always happy to guide and support the new Chairs and help out at the events.

We would like to thank the whole team for supporting us over the many years we have held our positions. We are thrilled to have raised so much money for the children and helped the school as much as we have. We know we have made a difference.

This is not a 'goodbye', it is just a wonderful new adventure for the Friends' Association..

## 6. Treasurer's Report

### Income since last report

Date	Event	Item	Incoming
06/12/2023	Christmas Disco 2023	Ticket sales	£19.86
08/12/2023	Elfridges	Cash donations	£782.85
13/12/2023	Christmas Disco 2023	Ticket sales	£1,150.00
13/12/2023	Christmas Disco 2023	Ticket sales	£24.65
05/01/2024	Misc	Tesco blue token award	£1,000.00
		<b>Total</b>	<b>£2,977.36</b>

### Outgoings since last report

Date	Event	Item	Outgoing
07/12/2023	Christmas Disco 2023	Refreshments	£81.47
08/12/2023	Christmas Disco 2023	DJ	£150.00
02/01/2024	Misc	Parentkind Fee	£153.00
		<b>Total</b>	<b>£384.47</b>

### Elfridges P&L

Always a highlight for children, teachers and parents alike, this year's event raised a wonderful £786.85.

### Christmas Disco P&L

A very well attended event, with the new style ticketing via Arbor proving to be successful. We need to ensure the cut-off time as well as date is well publicised when using this platform again, as there were quite a few parents who did not realise that the ticket sales stopped at 5pm on the closing date. These children were still able to attend with Mrs Page invoicing them individually for their child's ticket.

After costs, the disco raised a fantastic £963.04. This was less than the May disco, however we expected children might have other Christmas events outside of school, so were pleased with this amount.

### Current Balance

£22,996.05 in bank, plus petty cash in treasurer's possession.

### Summary of the Year

The financial year ran 01/08/22-31/07/23. This is the period accounting for charitable organisations is based on.

The income for the above period was £14,303.79, with expenditure of £16,888.10. This includes the £11,000 donation to the school for additional learning activities, the panto, equipment and the sensory garden (versus £7,000 the previous year).

This meant a nett deficit of -£2,584.31 due to a higher donation than the previous year and a lower amount raised at the fireworks due to the postponements and the poor weather on the actual night. The success of the 2023 fireworks and other fundraising events means that the current financial year has started well and we can be confident in ending the year without a deficit even with a like-for-like donation to the school.

Income highlights include:

Easter Raffle	£282.94	
Elfridges	£701.87	
Fireworks 2022	£1,257.78	
Frozen Fridays	£729.07	
May School Disco	£1,255.76	
Someone Special Giftshop	£775.00	
Summer Fete (incl. Raffle)	£3,453.67	Plus match funding of £998 in FY23/24

#### 7. **Voting For Committee Positions and Charitable Trustees**

The following people were proposed for committee positions.

Chairperson – Amanda Oliver

Vice Chairpersons – Katie Brown and Khadija Hamid

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:

Wendy Pang, Vicki Prigmore, Michelle Noakes & Claire Tanton

This was unanimously agreed by those in attendance.

#### 8. **A.O.B.**

None

#### 9. **Dates of Next Meetings**

Tuesday 6th February

Tuesday 12th March

Tuesday 23rd April

Tuesday 18th June

Tuesday 9th July

#### **Future Events 2024**

Book Character Hunt 2<sup>nd</sup> & 3<sup>rd</sup> March

Easter Raffle Draw - Monday 25th March

Disco - Friday 17th May

Summer Fete - Saturday 22nd June

Fireworks Display – Sunday 3<sup>rd</sup> November