

Friends Association of Great Chart Primary School Committee Meeting
Tuesday 5th December 2023- 7pm - Great Chart School

1. Present

Natalie Hubbard, Vicki Prigmore, Sarah-Marie Collins, Natalie Phillips, Wendy Pang, Katie Brown, Amanda Oliver, Claire Tanton, Jennifer Keen, Khadija Hamid, Michelle Noakes, Alice Panagopoulos

2. Apologies

Samuel Ogbaide,

3. Minutes of the Previous Meeting

Accepted as a true account of the meeting.

4. Matters Arising From Previous Minutes

In the last meeting, it was asked whether it would be possible to increase the amount of Firework Attendees from 1200 to 1500 people.

Mrs. Pang answered this question by explaining that Under 3s would need a ticket in order to know exactly how many people are on site.

Also, number of attendees could only be increased if there are sufficient volunteers to ensure everyone's safety.

5. President's Report

Welcome to our December meeting.

The children are once again looking forward to Elfridges opening again this year. Thank you for all your hard work and planning. Although a simple concept it works really well. The children are also looking forward to the discos- always a very popular event especially with the Christmas theme this time.

This year the Panto will be The Three Musketeers. It is always such a lovely treat for the children and staff, once again demonstrating how crucial the work you do is at providing the 'extras' for our children.

Although Mrs Thomas congratulated you at the last meeting for the fireworks event I would like to say a huge thank you too. The amount of money you raised was absolutely amazing and you should be very proud of yourselves for such a successful event.

The AGM will be coming round very soon so we must ensure all of the paperwork is sent out to parents in good time, preferably by the end of term and then a reminder next term. It would also be an opportunity to advertise your vacancies for certain roles.

Thank you so much for your support and finally please could I wish you all an amazing Christmas.

Thank you,
Mrs Pang

6. Chairperson's Report

Welcome to our December meeting. This year seems to have gone very fast!

We only have two events left before the New Year and they are both on the same day. We are giving the children a lovely festive day!

We have sold 212 tickets across the 3 discos. Perhaps the event is too close to Christmas. That could be the reason why we have not sold as many as expected. Maybe it works better to have the disco during quiet times in the calendar.

Our next meeting will be the AGM where we will vote our new Chairs in. As previously stated we will not desert you and will be available for guidance and support always!

7. Treasurer's Report

Income since last report

Date	Event	Item	Incoming
24/11/2023	Glow Wands Sale	Card sales	£60.94
24/11/2023	Glow Wands Sale	Cash sales	£7.00
27/11/2023	Fireworks 2023	Additional £10 found and banked	£10.00
01/12/2023	Elfridges	Cash donations	£4.00
		Total	£81.94

Outgoings since last report

Date	Event	Item	Incoming
25/11/2023	Misc	Domain renewal	£14.39
		Total	£14.39

Current Balance

£21,423.16 in bank, plus petty cash in treasurer's possession.

8. Elfridges

We will accept donations before and after school on Wednesday 6th December for Elfridges. Aileen is going to speak to Tesco about wrapping paper and Vicki will bring last year's left over rolls.

There is no assembly on Friday so we can get into the hall straight away.

Sarah-Marie, Amanda and Khadija will meet at 1:30pm on Thursday 7th December to build a balloon arch for Elfridges which will then be moved to the Christmas Discos.

9. Christmas Discos

Refreshments, including a box of allergen free crisps and two 5 litre bottles of squash, have been ordered by Natalie P.

Three glow wands will be used as prizes in each session.

Mrs. Pang will ask Mrs. Davies for a list of attendees.

Children to come in through the main school entrance and will leave through the hall door.

Jobs on the night:

Register – Kate and Jennifer

Doors – Sarah-Marie and Vicki

Refreshments – Chantelle and her mum

Toilets – Natalie

Other volunteers to float around the hall.

10. **AGM 2024**

This will be held on Tuesday 16th January.
Paperwork to be sent out before Christmas.

11. **AOB**

None

12. **Dates of Next Meetings**

Tuesday 16th January AGM

Wednesday 7th February

Wednesday 13th March

Wednesday 24th April

Wednesday 19th June