

**Minutes of the Annual General Meeting**

**of Friends Of Mengham School (FOMS)**

Wednesday 20th September 2023, 3.15pm

**Parents/carers present:-** Chair Julia Priston, Gemma Stannett, Emma Ellis, Jess Edwards, Katie Peacock, Vicki Carter, Stacey Carter ( Treasurer) Jeanette Otten, Katie Wallace

**Apologies:**- Hollie Stanton, Sarah Prodger, Hannah Dowse

**Staff present:-** Lindsay Rebbitt ( Head Teacher) Laura Adams, (Admin Assistant)

To open the meeting, Mrs Rebbitt thanked everyone for coming.

She explained the role of FOMs was a massive help to the whole school community in raising funds, organising fun activities for the children and creating community links, the team are very much appreciated. She was very happy to see so many attending the meeting and praised last year’s efforts as very successful. This coming year will be very difficult for school budgets and the monies raised by the team will be more important than ever before. There is no room in the budget for extras like school trips and FOMS have been vital in allowing this kind of activity to continue in school.

Mrs Rebbitt then thanked Julia Priston for her very successful time as Chair over the past 2 years. Her hard work, enthusiasm and ideas have helped to create a very successful fundraising team and the children have enjoyed many varied activities during the past two years.

Julia and her team planned a whole year calendar of events which had proved very profitable and Juila had written extensive handover notes for the new team which will be very helpful.

Teachers have been allocated set hours in their yearly timetables for fundraising activities such as the Christmas Fair, which should be of great help to the FOMs Team.

1. **Chairman’s report: Julia Priston**

*Julia handed over her notes and plans which should help the transition to the new committee.*

*Julia reminded the team that grandparents are welcome as volunteers and very often enjoy the experience of being in school. Enthusiasm for what the FOMS team do will help encourage new recruits.*

*There is a Whatsapp group which is used for discussions and ideas and a Facebook page which is used to promote events and ask for volunteers. All are welcome to join either or both.*

*Julia suggested booking in all events such as discos now.*

*The Mother’s and Father’s Day gifts were a lot of work but worth the effort, although more volunteers are needed.*

*The Sponsor Challenge will be moved from the summer term to avoid too much happening in one month again.*

*She thanked everybody for their help and support and wished the new team great success.*

1. **Treasurer’s Report 2023: Stacey Carter**

The last financial year has been very successful. The bank account opening balance was £2562.38 with £31.05 in petty cash. Throughout the year we have had many successful fundraisers, events, donations, and grants.

We gave £3,500 to the school towards the cost of renewing the trim trail; this was helped along by donations from Hayling Island Gorron Twinning Association and Sam’s Sunflowers. We also gave £705.00 for the Circus Day in July which was organised instead of the usual whole school trip.

We received a grant for £950.00 towards the refurbishment of the school garden. We were given a cheque from the HI5 2022 fair proceeds for £1076.00. Amazon has been a great source of easy income, £146.33, and we earned commission of £287.08 from My Child’s Art.

Other successful fundraisers which generated notable incomes were the 2023 Sponsorship Challenge, £773.12, our Christmas Fair, £1,260.71, the 2023 calendars, £1,101.60 and our Summer Fair £1,547.52.

This leaves a healthy closing bank balance of £4,313.37 and £23.40 in petty cash.

The accounts are here and will be emailed to all parents.

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| **FOMS Statement of Accounts Year End 31st August 2023** |  |  |  |
| **Income** |  |  |  |  |
| Amazon | £146.33 |  |  |  |
| My Child's Art Commission | £287.08 |  |  |  |
| Grants | £950.00 |  |  |  |
| Donations | £864.91 |  |  |  |
| HI5 | £1,076.00 |  |  |  |
| Uniform Sales | £143.61 |  |  |  |
| Christmas Fair | £1,260.71 |  |  |  |
| Summer Fair | £1,547.52 |  |  |  |
| 2023 Sponsorship | £773.12 |  |  |  |
| Mother's Day | £132.15 |  |  |  |
| Father's Day | £85.80 |  |  |  |
| Discos | £871.92 |  |  |  |
| Yr 2 T-Shirts/Hoodies | £495.00 |  |  |  |
| Calendars | £1,101.00 |  |  |  |
| Easter Fun Day | £112.50 |  |  |  |
| Fund Raisin Challenge | £323.66 |  |  |  |
| Other | £146.50 |  |  |  |
| **Total Income** | **£10,317.81** |  |  |
|  |  |  |  |  |
| **Expenditure** |  |  |  |  |
| Garden | £893.94 |  |  |  |
| Christmas Fair | £130.02 |  |  |  |
| Summer Fair | £660.70 |  |  |  |
| Mother's Day | £222.37 |  |  |  |
| Father's Day | £167.87 |  |  |  |
| Discos | £846.03 |  |  |  |
| Calendars | £650.40 |  |  |  |
| PTA Membership | £140.00 |  |  |  |
| Donations to Mengham Infants | £3,500.00 |  |  |  |
| Circus Day | £705.00 |  |  |  |
| Yr 2 T-Shirts/Hoodies | £457.00 |  |  |  |
| Admin | £22.40 |  |  |  |
| Other | £178.74 |  |  |  |
| **Total Expenditure** | **£8,574.47** |  |  |
|  |  |  |  |  |
| **Balances brought forward** | **Bank** | £2,562.38 |
|  |  |  | **Cash** | £31.05 |
|  |  |  | **Total** | **£2,593.43** |
|  |  |  |  |  |
| **Balances in hand at year end** | **Bank** | £4,313.37 |
|  |  |  | **Cash** | £23.40 |
|  |  |  | **Total** | **£4,336.77** |

1. **Election of Officers**

Current Treasurer, Stacey Carter proposed a change to the constitution of having two co-chairs and no vice chair.

This was unanimously accepted.

**Co Chair : Gemma Stannett and Katie Peacock. Proposed by Julia Priston, unanimously accepted**

**Treasurer** :- **Stacey Carter agreed to stay on as Treasurer.**

**Secretary** :– **Laura Adams will continue in the role of secretary and liaise between school and the FOMS team.**

**Social Media Lead :–** **Hollie Stanton will continue in this role**

**Fundraising Lead :– Netty Otten will stay on in this role**

Other committee members :- Jess Edwards, Vicki Carter, Em Ford, Sarah Prodger, Katie Wallace, Emma Ellis, Hannah Dowse.

1. **Any other Business**
* Netty said companies need a clear goal/project when applying for donations.

**Action** : To be discussed with Mrs Rebbitt at the planning meeting.

* All members of the school community are welcome to join the team with up to 15 on the committee. If anyone would like to join, please come forward.
* The money raised from the 2023 challenge was for an outdoor music area. The team want to discuss with the music lead Miss White for her ideas and then go forward with organise the area. Possibly with help for the Hayling Men’s Shed.
* Online payments would be very helpful to most parents. It could lead to more donations as a lot of people do not carry cash anymore.

**Action** :- Stacey is looking into BOPP and other options.

* More volunteers are needed for events, the team suggested parents, teachers and governors.

**Action** :- Social media used to ask for more parent help. Governors invited to more events. Teachers to have allocated ours for fundraising in this year’s plan.

A diary of events throughout the year be available for parents to give plenty of notice for when volunteers are needed.

* The growing together project have requested funds to go towards the new greenhouse in the community garden.

**Action** :- Discuss at next committee meeting.

Meeting closed at 4pm

Minutes taken by Laura Adams.