

**Friends of Southfield School**  
**Annual General Meeting**  
**Monday 18th September 2017, 7.15pm**

**1.0 Welcome and apologies**

Present: Matt Cowing, Richard Faulkner, Jane Cartlidge, Holly-Ann Tindle, Kerrie Muir, Matt McNally, Keely Weir, Lee Marland

Apologies: Joanna Pajor, Sharon Bonney, Lisa Callejo-Patterson, Kim Haynes

Matt opened the meeting and welcomed everyone to the FOSS AGM.

**2.0 Review of minutes from last AGM**

Last years minutes were reviewed and there no matters to discuss. MC reported that the changes to the FOSS constitution that had been agreed at the 2016 AGM had been submitted to the Charities Commission.

**3.0 Chairman's Report**

Matt gave overview of events and funds raised, felt it was a successful year of fundraising.

Aim for this year to promote our fundraising target and ensure parents are aware of the work FOSS are working towards. Challenge is to recruit members into the FOSS committee and raising profile of FOSS within the school.

Kerrie Muir stepping down from Vice Chair, thanks from Matt Cowing.

Richard Faulkner stepping down from purchasing, thanks from Matt Cowing.

#### 4.0 Treasurer's Report

Matt gave the overview for the treasurer. Annual accounts report signed off by Matt Cowing and Kerrie Muir. A total of £4,949.92 raised at events last year, less expenses of £559 gives a total profit of £4,390.92. FOSS donated towards the school a total of £682 for numerous projects and purchases last year.

#### 5.0 Approval of Independent Examiner for Accounts

The Committee approved maintaining the services of David Upstone as our independent examiner for this year's accounts.

#### 6.0 Election of Officers

The following persons were elected to Officer roles on the Committee.

<b>Role &amp; Person Elected</b>	<b>Nominated by:</b>	<b>Seconded by:</b>
<b>Chairperson</b> - Matt Cowing - 9 votes	Holly-Ann Tindle	Kerrie Muir
<b>Vice Chairperson</b> - Holly-Ann Tindle - 9 votes	Matt Cowing	Keely Weir
<b>Treasurer</b> - Sharon Bonney		
<b>Secretary</b> - Kerrie Muir - 9 votes	Holly-Ann Tindle	Kim Haynes
<b>Communications</b> - Kerrie Muir - alongside Secretary role	Matt Cowing	Richard Faulkner
<b>Purchaser</b> - Matt McNally - 9 votes		
<b>Teacher Representative</b> - Keely Weir		

**General Committee Members:** Lisa Callejo-Paterson, Kim Haynes

We have received 4 new parents who are putting forward their email addresses to be added to the FOSS help list.

**7.0 Next AGM committee meeting:**

**Monday 24th September 2018 - 7.15pm, School Hall**

**8.0 Any other business**

Follow up on Magniposts - KW to contact Yvonne Stowe to organise ordering.

The AGM was then followed by a brief general meeting:

## 9.0 Review of Previous Events:

**Summer Fair** - Great summer fayre. Good donations for tombola and cake stand. Good turn out.

May need to look at queues, getting more help and looking at the positioning of stalls.

**Motorcycle Festival** - Matt has spoken to Mr Copaz (MC Fest organising committee chairman) and he would like to present a cheque at assembly again and bring a bike. MC to liaise with Dominic Copaz and with Jane Cartlidge regarding dates.

The MC festival committee have asked us to provide parking again next year.

Next year - more help needed. Put out request for help earlier in the year.

**Year 6 hoodies** - order them earlier in the year. Committee happy to provide the funds for this again this year.

## 10.0 Upcoming Events:

### **Quids-in Lottery Draw -**

Not much take up - idea given to pay a lump sum once for the year - worried people wouldn't want to pay that much up front.

Another idea - to have a bucket that people put £1 pound coins with their names on.

Agreed to continue with the quids in previously done.

LC-P will continue running this fundraising project

### **Disco, October**

'Glow in the dark' theme with fancy dress competition.

Proposed change of date Friday 13th October - **MC** to check if Bernie is available on this date.

Purchasing - **RF** to let **MN** what is needed.

Potentially selling glow in the dark items before - a stall or at the book fair.

Novelty item with entry for £3.50

### **Book Fair, 4th - 7th Oct -**

Early years evening on the 4th at 6pm - have book fair open until then

Coffee morning - Wednesday morning - parents coffee morning

Teachers to read books in classrooms

Competition for book fair for book vouchers - **KW** and **HT** to organise

Cover for book fair to be organised by **HT** by asking FOSS committee and helpers.

### **Second hand uniform sale - 22nd Sept**

Karen Thomson is running the sale in the reception under cover area, float is in the office.

### **Fireworks Stall - Saturday 4th Nov**

Toffee Apples, pop corn, hotdogs

Glow in the dark items

2 people to run

**MC** to organise and respond to the Council with the application form.

**Christmas Artwork** - would do again but not with the same company - **AP** (art projects) for schools.

Look into other companies.

**KW** to follow up from last years orders as some have still not been received and FOSS has not received any money, cheque has potentially been made out to the school not FOSS and has been sent ?

### **Christmas Fayre - Proposed date - 8th December**

This is the day after the Pantomime performance at the school

## **11.0 Any other business**

**Cheese and wine** - People have been asking if we will be holding this event again. Agreed by committee to run this event in the future. - Early part of next year. It was felt that the committee were too busy with other events in the run up to Christmas.

**Pantomime** - FOSS committee have offered to cover the funds for the pantomime charge of approx. £500. Jane Cartlidge has accepted this offer and will announce it in this weeks newsletter. Popcorn to be provided also.

**Bike Racks** - Parents have requested bike racks for the KS1+ 2 playgrounds. Something that FOSS could pay for.

**School events** - Jane Cartlidge reported that the school hall will now be available on Sundays. This presents opportunities for putting on Sunday events that FOSS could man, sell refreshments etc. Hire the hall out for markets, parties, music events.

## **12.0 FOSS Fundraising Goal for 2017/18**

Thermoplastic playground markings were the aim for fundraising. However, Jane indicate that it is now possible to obtain funding for such playground improvements via sport funding. This frees up the FOSS fundraising target for an alternative.

*Outdoor class room* - has previously been discussed as a fundraisng goal by the Family Forum and FOSS.

*Library renovation:* Jane Cartlidge mentioned that the *library* would really benefit from being redesigned in order to be better utilised to the school and children. Keely Weir also agreed with this.

A decision needs to be made between the 2 aims. It was agreed that parents opinions would be canvassed in the school newsletter. The feedback would then be used to decide on the goal. Jane Cartlidge & MC to follow up.

Other suggestions :

Using pictures / artist impressions to show parents on the FOSS and/or in the newsletter the types of things that are being proposed.

Potentially take members of school council and/or member of FOSS to see a library that has been improved.

Create a thermometer display to monitor the amounts raised against the target amount.

**13.0 Date and Time of next FOSS meeting -**  
Monday 9th October, 7.15pm - Red Lion Evenley