



MINUTES

Annual General Meeting

Date: Wednesday 4th October 2017
 Time: 6.30pm
 Location: Chandlers Ridge Academy

ACTION POINTS IN RED

#	Item
1	
2	Attendees: Mel Irvin (Chair), Leigh Wildridge (Secretary), Kathryn Warwick (Treasurer), Gemma Gray, Allison Walker, Claire Cunningham, Jo Turner, Lourina Malan, Karen Dilworth, Sue Watson, Zoe Oliver, Lynne Roberts-Plowman. Louise Lidgard. Apologies: Helen McGee, Lauren Cavill, Nicola Knight
3	Committee Report MI summarised the Committee Report 2017 (copy to follow and attach)
4	Treasurer's Report and Recommendations Financial information for the year is included within the Committee Report. Currently £6433.59 in Bank Account of which £458 is the balance remaining from the Lego grant. The largest fundraising event last year was the Summer Fayre, raising £3445. Acknowledged that our termly Discos, Non Uniform Days and Bake Sales continue to be good income generators with minimal organisation.
5	Consitution Review No action needed
6	Election of Officers The current officers resigned. The following Officers were appointed: Chair Mel Irvin Vice Chair ? (Helen McGee to confirm) Treasurer Katherine Warwick Secretary Leigh Wildridge



	<p>The remaining members will be General Committee Members. Class Representatives and Communications Officers have been abolished.</p> <p>GG is no longer able to write the Friends section of the Newsletter. Another volunteer is sought.</p> <p>MI has held position of Chair for 2 years and ideally would wish to step down, having completed her term, but in the absence of another willing volunteer, she has agreed to continue in that position with all other members working together with her and on a more 'equal' basis.</p>
7	<p>Funding requirements for the forthcoming year</p> <p>Agreed that this year Friends events will be on a significantly lower scale than in previous years. There is insufficient support to enable larger events to go ahead. Fundraising this year will be limited to discos, non uniform days and possibly bake sales. At this time we are not planning either a Christmas or Summer Fayre. It is widely felt that parents generally are reluctant to get involved/offer to help and are unaware that without their involvement events cannot run.</p> <p>We have not registered for Evening Gazette Wish Tokens this year as the work and time involved outweighed the return.</p> <p>Enrichment - agreed to allocate £2000 from monies currently held for continued enrichment projects. Primarily this is for those events in/visitors to, school, which are non-chargeable to parents. As fundraising this year is being scaled down due to lack of support and manpower, it is likely that the cost for school trips, which has previously been subsidised by Friends, will pass on to parents. JT will invoice Friends as and when required.</p> <p>Yearbook - Friends will continue their commitment to subsidise the Year 6 Leavers' Book which LM will lead with in 2018.</p> <p>Woodland Outdoor Classroom - Unfortunately a grant application for £4-5000 has been declined. Some form of wooden 'classroom' to enable the children to work outside has been requested by Miss Whitehead. JT will investigate alternative quotes and there was a suggestion of seeking sponsorship from parents by way of payment for the child's name on a bench/seat. The project is to be further considered at next Committee Meeting.</p>
9	<p>Forthcoming Events:</p> <p>Halloween Disco - Thursday 19th October (usual times)</p> <p>Christmas Wreath Making - Thursday 7th December</p> <p>Christmas Jumper Day - Wednesday 13th December</p> <p>Christmas Disco - Thursday 21st December</p>



	<p>Non Uniform Day - Friday 9th February Easter Disco - suggested date - Thursday 29th March (TBC) Summer Disco - suggested date - Thursday 19th July (TBC) LW has asked Tom for availability for Easter and Summer</p>
10	<p>Any other business Friends have agreed to donate a prize to this year's Children in Need Appeal which is run within school by School Council.</p> <p>MI to speak to Caroline Horner regarding a new Totaliser so parents can see how much is being raised.</p> <p>ZO feels strongly that Facebook should be reinstated in order to reach more parents. Some Committee members feel that since Facebook was shut down, support at or with events has reduced as we have lost that means of communication. ZO suggested resurrecting Facebook on basis it is 'Information Only' from Friends with no mechanism by which parents can post or respond. ZO offered to run a trial. Other members still feel that Facebook is unnecessary and parents have full access to the Website/Newsletters for all relevant information. LL decided we should await the school's transfer to the MAT and investigate how other schools within the MAT communicate with parents over similar issues.</p>
11	<p>Time and Date of next meeting: Planning Meeting - Wednesday 29th November at 6.30 - venue to be confirmed General Committee meeting - Wednesday 7th February at 6.30pm in school</p>