

**Friends of Stanford School**

**Annual General Meeting Minutes**

**Wednesday 7<sup>th</sup> November 2018**

Present: Ali Viggars, Amanda Willis, Amy Bignell, Diane Kirkman, Emma Payne, Eva Geekie, Gaby Clark, Karin Williams-Cuss, Katie Amies, Katie Tidy, Lee Browning, Pippa Clark, Rhian Atkins, Sarah Pitts, Vicky Maunder, Wendy Edwards

Apologies: Maria Barnett, Richard Stillion and Vicky Summers

	Item / Action	Who?	When?
1.	<p><u>Chair's Report:</u></p> <p>FOSS Chair, Lee Browning, gave thanks to the FOSS Committee for this year's fundraising events and activities and thanked the staff and parents for their support and generosity.</p> <p>LB discussed the past events and future events.</p> <p>LB made a request for new members as many members will be standing down this year. LB stated that we are raising funds for the benefit of the children and welcomed new members and ideas.</p> <p>AW talked about the year group reps which have been implemented to assist in recruiting volunteers for the Summer Fete. The FOSS Committee thanked the year group reps for their hard work as this relieved the pressure whilst organizing the Summer Fete.</p> <p>The Year Group Reps have been put in place again this year and will help where needed when organising future events.</p> <p>AW mentioned that the FOSS Committee meets 6 – 8 times a year to plan future fundraising events.</p>	-	-
2.	<p><u>Treasurer's Report:</u></p> <p>Gaby Clark, as Treasurer, thanked all FOSS Members, Parents, Grandparents, Staff and Friends for their generosity in contributing to the great success in raising much needed funds for the school.</p> <p>GC prepared a statement of accounts for 2017-2018, and a detailed Treasurer's Report was given for the academic year 2017-2018.</p> <p>At the start of the year there was a surplus of £11,309.16.</p> <p>£15,151.54 was raised during the year and £4,548.35 was spent on costs.</p> <p>£7,639.46 was spent on funded items.</p>	-	-

	<p>FOSS is still committed to support the school's IT budget, £4000 has been given towards this cause.</p> <p>Once again, the Summer Fete was a very successful event which raised £3263.95. Children's discos raised £1,943.81, and the refreshment stalls at various events raised £1,256.38. The Christmas hampers, Bags 2 School clothing collection and Christmas cards together raised over £1,950.07. In addition, the Easter Egg Trail raised £152.99, 100 Club raised £338, Bingo Night raised £931.10 and Bingo Race raised £346.</p> <p>We received donations from the Waitrose Green Token Appeal for £115 and match funding from the Braddy's Fun Day of £500. The FOSS Committee would like to thank the Waitrose and the Braddy family for their generosity.</p> <p>Many expenditure items are funded every year, such as Easter Eggs, Cost of Coaches, Sports Day Medals, Class Gifts, Royal Wedding Souvenir Bookmarks and Interactive Whiteboards totaling £7639.46.</p> <p>The Accounts were agreed by Gaby Clark as Treasurer and Lee Browning as Chair, and were reviewed by Dan Watkin. The FOSS Committee would like to thank Dan for his time.</p> <p>The Annual Report for the Charity Commission is up to date and has been submitted.</p>																																		
3.	<p><u>Election of Officers:</u></p> <p>Vicky Summers is standing down as Secretary and Gaby Clark is standing down as Treasurer this year.</p> <p>Gaby prepared detailed handover notes</p> <p>The FOSS Committee thanked Vicky and Gaby for their time and commitment as FOSS members.</p> <p>The following members were elected at the meeting:</p> <table border="1" data-bbox="268 1541 1198 1975"> <thead> <tr> <th></th> <th><u>Elected Officer</u></th> <th><u>Proposed</u></th> <th><u>Seconded</u></th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>Lee Browning</td> <td>Katie Amies</td> <td>Gaby Clark</td> </tr> <tr> <td>Treasurer</td> <td>Amy Bignell</td> <td>Wendy Edwards</td> <td>Rhian Atkins</td> </tr> <tr> <td>Secretary (Shared role)</td> <td>Ali Viggars Pippa Clark</td> <td>Katie Amies</td> <td>Eva Geekie</td> </tr> <tr> <td>Committee Member</td> <td>Amanda Willis</td> <td>Emma Payne</td> <td>Eva Geekie</td> </tr> <tr> <td>Committee Member</td> <td>Diane Kirkman</td> <td>Wendy Edwards</td> <td>Katie Amies</td> </tr> <tr> <td>Committee Member</td> <td>Emma Huby</td> <td>Eva Geekie</td> <td>Katie Amies</td> </tr> <tr> <td>Committee Member</td> <td>Eva Geekie</td> <td>Vicky Maunder</td> <td>Lee Browning</td> </tr> </tbody> </table>		<u>Elected Officer</u>	<u>Proposed</u>	<u>Seconded</u>	Chair	Lee Browning	Katie Amies	Gaby Clark	Treasurer	Amy Bignell	Wendy Edwards	Rhian Atkins	Secretary (Shared role)	Ali Viggars Pippa Clark	Katie Amies	Eva Geekie	Committee Member	Amanda Willis	Emma Payne	Eva Geekie	Committee Member	Diane Kirkman	Wendy Edwards	Katie Amies	Committee Member	Emma Huby	Eva Geekie	Katie Amies	Committee Member	Eva Geekie	Vicky Maunder	Lee Browning	-	-
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	<p>No voting was required as Officers were elected unopposed. 6 members were re-elected to the committee along with 8 new committee members. FOSS welcomed the new members and is very grateful for their assistance.</p> <p>FOSS Committee welcomes the following new members to the committee:</p> <ul style="list-style-type: none"> <li>- Diane Kirkman</li> <li>- Emma Huby</li> <li>- Karin Williams-Cuss</li> <li>- Katy Tidy</li> <li>- Sarah Pitts</li> </ul> <p>The following committee members stepped down this year:</p> <ul style="list-style-type: none"> <li>- Andy Hill</li> <li>- Emma Payne</li> <li>- Gaby Clark</li> <li>- Katie Amies</li> <li>- Maria Barnett</li> <li>- Richard Stillion</li> <li>- Sharon Hill</li> <li>- Wendy Edwards</li> </ul> <p>The FOSS Committee thanked the members for all their dedication, hard work, time and commitment over the last few years. You will definitely be missed.</p> <p>Maria Barnett is running the 100 Club and is happy to volunteer as needed for future events.</p> <p>Katie Amies is happy to volunteer as needed for future events.</p>					
4.	<p><u>Questions from the floor:</u></p> <p>1. <u>A question was asked whether anybody had any new ideas for fundraising events</u> The following new ideas were mentioned which can be discussed at the next committee meeting:</p> <ul style="list-style-type: none"> <li>- Wellbeing and pamper evening</li> </ul>					

	<ul style="list-style-type: none"> <li>- Quiz Night</li> <li>- Auction</li> </ul>		
5.	<b>Next Meeting Date</b>	ALL	TBC
	<p><b><u>Additional Item – Class Christmas Presents</u></b></p> <p>Mrs Willis requested confirmation of the amount to be spent on Christmas presents for each class.</p> <p>The new FOSS Committee approved £50 per class towards Christmas presents.</p>		