

**Friends of Stanford School FOSS**

**Annual General Meeting Minutes**

**Tuesday 17<sup>th</sup> November 2015**

Present: Steve Summers, Jessica Smith, Maria Barnett, Zoe Jones, Robin Ellis, Richard Stillion, Gaby Clark, Katie Amies, Rhian Atkins, Wendy Edwards, Nina Stillion, Sharon Hill, Amanda Willis, Emma Payne, Vicky Summers, Lee Browning, Andy Hill.

Apologies: Eva Geekie

	Item / Action	Who?	When?
1.	<p><u>Chair's Report:</u></p> <p>The AGM was opened by FOSS Chair, Lee Browning. LB introduced the aims of FOSS and gave an account of fundraising activities, along with where the money was spent during the last academic year.</p> <p>LB thanked all FOSS members, committee members, staff and parents for their support in terms of time, effort and donations for another successful year of fundraising.</p> <p>A number of activities were organized by FOSS during last academic year including:</p> <ul style="list-style-type: none"><li>• 1 Summer Fete</li><li>• 4 School Discos</li><li>• 3 Clothing Collections</li><li>• 3 Refreshment Stalls / Bars at School Events eg Sports Day</li><li>• The 100 Club</li><li>• 1 Christmas Hamper Raffle</li><li>• 1 Quiz Night</li><li>• 1 Bingo Race</li></ul> <p>The Chair's report also gave an account of the items and experiences funded from money raised by FOSS over the last academic year including:</p> <ul style="list-style-type: none"><li>• School Hall Stage Lighting</li><li>• Peter Pan Whole School Workshop</li><li>• World War I Anniversary Mugs, Christmas Presents and Easter Eggs for each child</li><li>• Musical Instruments</li><li>• School Gazebos</li><li>• Office laminator</li><li>• School Club equipment including:<ul style="list-style-type: none"><li>• Gym leotards</li><li>• Choir Books and T-shirts</li><li>• School T-shirts</li></ul></li><li>• Sports Day Ice Pops and Medals</li><li>• Bibles for Year 6 Leavers</li><li>• Year 6 Leavers' Disco</li></ul>	-	-

	<p>The committee look forward to another successful year. LB commented that with more members joining the committee this year could mean FOSS holding similar fundraising events during this academic year and perhaps leading to bigger, improved events such as another Winter Wonderland, during 2016, and more funds raised for our children.</p>																																																				
2.	<p><u>Treasurer's Report:</u></p> <p>As Eva Geekie was unable to attend the meeting, Vicky Summers gave a detailed Treasurer's Report for the year 2014-2015 on the Treasurer's behalf.</p> <table border="0" data-bbox="268 645 877 857"> <tr> <td>Balance @31 SEPT 2014</td> <td>£ 7,298.04</td> </tr> <tr> <td>Income</td> <td>£ 8,921.54</td> </tr> <tr> <td>Expenditure</td> <td>£ 3,340.78</td> </tr> <tr> <td>Funded Items</td> <td>£ 4,714.84</td> </tr> <tr> <td>Surplus</td> <td>£ 865.92</td> </tr> <tr> <td>Balance @31 AUG 2015</td> <td>£ 8,163.96</td> </tr> </table> <p>EG prepared a detailed statement of accounts for 2014/2015,</p> <p>The accounts will be audited and signed off by Lee Browning as Chair and Eva Geekie as Treasurer. Thank you to Sally Barnes for auditing last year's accounts.</p> <p>An overview of income and expenditure for the past academic year included:</p> <ul style="list-style-type: none"> <li>- Expenditure: FOSS funds items every year for children in the school. <table border="0" data-bbox="411 1256 949 1496"> <thead> <tr> <th>o Item</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>o Bibles for Year 6 Leavers</td> <td>£269.73</td> </tr> <tr> <td>o Christmas Presents</td> <td>£258.72</td> </tr> <tr> <td>o DJ for Year 6 Leavers Disco</td> <td>£120.00</td> </tr> <tr> <td>o Easter Eggs</td> <td>£ 54.95</td> </tr> <tr> <td>o Ice Pops for Sports Day</td> <td>£ 13.66</td> </tr> <tr> <td>o Total</td> <td>£717.06</td> </tr> </tbody> </table> </li> <li>- Expenditure: The items below were bought during the course of the year. <table border="0" data-bbox="411 1576 981 1962"> <tbody> <tr> <td>o Electronic Drum Kit &amp; Keyboard</td> <td>£1,019.95</td> </tr> <tr> <td>o WW1 Anniversary Mugs</td> <td>£ 770.04</td> </tr> <tr> <td>o Memory Control Lighting Desk</td> <td>£ 689.11</td> </tr> <tr> <td>o Peter Pan Story Music Workshop</td> <td>£ 504.00</td> </tr> <tr> <td>o Polo Shirts for Choir</td> <td>£ 290.00</td> </tr> <tr> <td>o Stanford in the Vale T-Shirts</td> <td>£ 226.65</td> </tr> <tr> <td>o Gazebos</td> <td>£ 166.96</td> </tr> <tr> <td>o Laminator</td> <td>£ 154.74</td> </tr> <tr> <td>o Choir Books</td> <td>£ 116.35</td> </tr> <tr> <td>o Gymnastics Leotards</td> <td>£ 59.98</td> </tr> <tr> <td>o Total</td> <td>£3,997.78</td> </tr> </tbody> </table> </li> <li>- Income from Fundraising events <table border="0" data-bbox="411 2002 826 2029"> <tbody> <tr> <td>o Summer fete</td> <td>£2,276.25</td> </tr> </tbody> </table> </li> </ul>	Balance @31 SEPT 2014	£ 7,298.04	Income	£ 8,921.54	Expenditure	£ 3,340.78	Funded Items	£ 4,714.84	Surplus	£ 865.92	Balance @31 AUG 2015	£ 8,163.96	o Item	Amount	o Bibles for Year 6 Leavers	£269.73	o Christmas Presents	£258.72	o DJ for Year 6 Leavers Disco	£120.00	o Easter Eggs	£ 54.95	o Ice Pops for Sports Day	£ 13.66	o Total	£717.06	o Electronic Drum Kit & Keyboard	£1,019.95	o WW1 Anniversary Mugs	£ 770.04	o Memory Control Lighting Desk	£ 689.11	o Peter Pan Story Music Workshop	£ 504.00	o Polo Shirts for Choir	£ 290.00	o Stanford in the Vale T-Shirts	£ 226.65	o Gazebos	£ 166.96	o Laminator	£ 154.74	o Choir Books	£ 116.35	o Gymnastics Leotards	£ 59.98	o Total	£3,997.78	o Summer fete	£2,276.25	-	-
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- KS1/KS2 Disco £1,610.09
- Christmas Hampers £ 600.00
- Quiz Night £ 519.68
- Bag2School £ 419.70
- Christmas Disco £ 271.35
- Refreshments \* £ 173.50
- 100 Club £ 132.50
- Easter Egg Trail £ 98.00
- Bingo Race \*\* -£431.10
- Total £5,669.97

\* The income for the Year 6 Leaver's Disco was deposited after the end of the financial year and the profit of £88.90 will be shown in the financial report for 2015/2016.

\*\* The sponsorship money for the Bingo Race was only received after the end of the financial year and thus will be shown in the financial report for 2015/2016. When this is taken into account the loss for the Bingo Race would be 18.29.

Rich Stillion asked about the figures for the Bingo Race. It was acknowledged that the Bingo Race was a success, both in terms of the community event organized to take place during the weekend of the Village Fete, and in terms of a fundraising event for FOSS. The sponsorship of the event was received too late to be included in the accounts for 2014-2015, and will be included in the accounts for the forthcoming year. In addition, items bought for the initial race for example, stakes, tapes can medals and be used again in future races.

EG's report gave a big thanks to David Bailey for purchasing and installing theatre lighting and a memory control desk in the school hall over the last two years, giving a special touch to school performances. FOSS would like to thank David Bailey for his dedication and hard work to complete this project.

The Peter Pan Story Music Workshop was held during Storytelling Week where the children explored the story of Peter Pan through song, music and dance.

FOSS decided to replace the broken laminator in the school office as Emma Payne laminates all the signage for our events. We also bought a few extra gazebos which came in very handy during a very hot Sports Day and Summer Fete.

On behalf of the committee and EG, VS gave a big thank you for the support and generosity of the parents, grandparents, helpers and the wider village community.

On behalf of the FOSS committee, we would like to thank Eva Geekie for her hard work and dedication in both the Treasurer's role and for participating in numerous events including organizing the Summer Fete.

3.	<p><u>Election of Officers:</u></p> <p>The following members were elected at the meeting:</p> <table border="1" data-bbox="252 394 1182 1487"> <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>Vicky Summers</td> <td>Rich Stillion</td> </tr> <tr> <td>Vice Chair</td> <td>Andy Hill</td> <td>Nina Stillion</td> <td>Sharon Hill</td> </tr> <tr> <td>Treasurer</td> <td>Gaby Clark</td> <td>Nina Stillion</td> <td>Andy Hill</td> </tr> <tr> <td>Secretary</td> <td>Vicky Summers</td> <td>Nina Stillion</td> <td>Andy Hill</td> </tr> <tr> <td>Committee Member</td> <td>Nina Stillion</td> <td>Andy Hill</td> <td>Vicky Summers</td> </tr> <tr> <td>Committee Member</td> <td>Rich Stillion</td> <td>Vicky Summers</td> <td>Nina Stillion</td> </tr> <tr> <td>Committee Member</td> <td>Sharon Hill</td> <td>Vicky Summers</td> <td>Andy Hill</td> </tr> <tr> <td>Committee Member</td> <td>Katie Amies</td> <td>Nina Stillion</td> <td>Lee Browning</td> </tr> <tr> <td>Committee Member</td> <td>Maria Barnett</td> <td>Vicky Summers</td> <td>Sharon Hill</td> </tr> <tr> <td>Committee Member</td> <td>Jessica Smith</td> <td>Vicky Summers</td> <td>Sharon Hill</td> </tr> <tr> <td>Committee Member</td> <td>Rhian Atkins</td> <td>Nina Stillion</td> <td>Lee Browning</td> </tr> <tr> <td>Committee Member</td> <td>Wendy Edwards</td> <td>Nina Stillion</td> <td>Lee Browning</td> </tr> <tr> <td>Committee Member</td> <td>Emma Payne</td> <td>Rich Stillion</td> <td>Lee Browning</td> </tr> <tr> <td>Committee Member</td> <td>Amanda Willis</td> <td>Rich Stillion</td> <td>Sharon Hill</td> </tr> <tr> <td>Parent Helper</td> <td>Zoe Jones</td> <td>Vicky Summers</td> <td>Sharon Hill</td> </tr> </tbody> </table> <p>The following FOSS committee member was elected by the committee:</p> <table border="1" data-bbox="252 1559 1182 1630"> <tbody> <tr> <td>Committee Member</td> <td>Eva Geekie</td> <td>Vicky Summers</td> <td>Nina Stillion</td> </tr> </tbody> </table> <p>Committee Member      It was agreed to ask Claire Petworth if she would like to join the committee.</p> <p>7 new members were elected to the committee and 1 parent helper. This brings FOSS to a total of 16 members.</p>		<u>Elected Officer</u>	<u>Proposed</u>	<u>Seconded</u>	Chair	Lee Browning	Vicky Summers	Rich Stillion	Vice Chair	Andy Hill	Nina Stillion	Sharon Hill	Treasurer	Gaby Clark	Nina Stillion	Andy Hill	Secretary	Vicky Summers	Nina Stillion	Andy Hill	Committee Member	Nina Stillion	Andy Hill	Vicky Summers	Committee Member	Rich Stillion	Vicky Summers	Nina Stillion	Committee Member	Sharon Hill	Vicky Summers	Andy Hill	Committee Member	Katie Amies	Nina Stillion	Lee Browning	Committee Member	Maria Barnett	Vicky Summers	Sharon Hill	Committee Member	Jessica Smith	Vicky Summers	Sharon Hill	Committee Member	Rhian Atkins	Nina Stillion	Lee Browning	Committee Member	Wendy Edwards	Nina Stillion	Lee Browning	Committee Member	Emma Payne	Rich Stillion	Lee Browning	Committee Member	Amanda Willis	Rich Stillion	Sharon Hill	Parent Helper	Zoe Jones	Vicky Summers	Sharon Hill	Committee Member	Eva Geekie	Vicky Summers	Nina Stillion	-	-
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	<p><b>Next Meeting – Date TBC at 8pm in the School Hall.</b></p> <p>Items for the Agenda:</p> <p>Items for the next Full Meeting Agenda:</p> <ol style="list-style-type: none"> <li>1. Treasurer’s Report Outstanding invoices</li> <li>2. Items from previous minutes &amp; Other Matters Arising: School Hall Lighting – thank you letter. Summer Fete – thank you letters House Sale Voucher- thank you letter FOSS Posters / Noticeboard</li> <li>3. Expenditure Items / New Expenditure Items: Year 6 Residential Transport Costs Minibus Football Kits Garden Club fuel</li> <li>4. Recent Events AGM Xmas Hampers Xmas Disco Friday 4<sup>th</sup> Dec – on hold Craft Xmas Card Bags2School</li> <li>5. Fund Raising Items / Forthcoming Events: Bingo Night or Race Night to be discussed Film Night to be discussed Spring Term and Summer Term Discos</li> <li>6. AOB Recruitment / Helpers</li> <li>7. Next meeting date</li> </ol>	ALL	TBC
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