



Friends of St Godric's

Annual General Meeting 12th September

Minutes

Attendees

Catherine Craig, Alison Dunne, Vicky Welsh, Emma Jay Blenkiron, Dawn Keenan, Andrea Pujol Nicolas, Violeta Lara, Lynne Wilson, Abigail Thompson, Nicola Higgins, Rebecca Maddison, Rosemary Smith, Patricia Melo-Yates, Lindsay Keech, Jenny Cray, Mary Cartwright

Apologies

None received

Minutes

1. Welcome

CCraig welcomed everyone to the meeting and thanked them for their involvement and support. VWelsh thanked Deborah Wade on behalf of all the FOSG for the support she has given the school over the years. Thanking both Deborah and the team that worked alongside her for all her hard work and dedication.

2. Election of members

The following people were elected:

- Chair: Vicky Welsh
- Vice Chair: Lynne Wilson
- Secretary: Rebecca Maddison
- Treasurer: Mary Cartwright

3. Minutes from previous meeting

No info from previous minutes – no matters arising.

4. Summer Fair evaluation

Summer fair evaluation notes reviewed (provided in handover from Deborah Wade). Recommended booking 3 main attractions as early as possible, possibly 4 (4th attraction increases risk on profits, but should be weighed up against enjoyment).

Action: VWelsh to consider 4th attraction during Summer Fair Discussions

5. Treasurers report

Total income £12.5K, expenditure £16.6K. The majority of the expenditure has paid towards the work on the school grounds. See [appendix 1](#) for full report.

Local authority to externally audit accounts from now on. There are 2 years to be done.

Action: CCraig to look into this and see what the procedure is.



6. Future spend

Thanks given for money raised. So far, money has gone towards updating the reception outdoor play area. Planning to purchase shed to house equipment, and looking at the possibility to purchase parent shelters to fit with the surroundings.

Technology – iPads in schools are 7 years old now, are out of date and are slowing down. Hoping to purchase a class set of new iPad for educational use only. As well as inspiring creative writing and learning, it will enable the classes to keep up to date with technology.

There is also outstanding work on school grounds.

7. Parent representative / communications

Discussed FOSG Facebook page for communication for FOSG business only. This will be a closed page, no photos of children to be shared within this. VWelsh asked if members of FOSG were happy to be part of this they shared their personal details with VW, following which they will be added to the group.

Action: LWilson to add volunteers to the Facebook group.

We also need volunteers to provide a voice within their own year what's app group. Ideally, each year should have a representative to circulate messages from FOSG to the parents or carers in their child's year group.

Action: VWelsh to follow up

School texting – this is an effective means of communication for school. There are some issues with how the messages come through on phones (i.e. separately, with a different number each time and with no mention of the school). School is currently tied in to this provider, but will be reviewing providers next year.

8. Arrangement for forthcoming year

For every event in the FOSG calendar, we are after volunteers to manage and coordinate. For each event, VWelsh can provide handover information.

Events list, persons nominated and comments

Event	Project Team	Notes / comments
Movie nights 18 th October 2019 23 th May 2019	RSmith & EJBlenkiron	3 per year, source dvd, dates are already set, ensure tickets are produced, payments taken, distributed, drinks and refreshments are available. MCartwright to take money, and list who has ordered what. Always have to be a U certificate. Coco to be next film. Dates are 18 th October Action: VWelsh to handover notes from Deborah Wade.



School discos 22 nd November 2019 14 th February 2019	LKeech, PMYates, RSmith DKeenan	2 per year - KS1 and KS2 - book James (DJ), arrange for treats and juice, ensure tickets are produced, payments taken. Action: VWelsh to handover notes from Deborah Wade.
Bag2School 27 th September 2018 8 th March 2019	RMaddison	3 per year
Christmas Shopping Event 14 th December	ASat, VJackson, LWilson, VWelsh, DKeenan	14 th December 2018
100 Club Monthly activity	ASat	
Children's Christmas homemade gift	LWilson Y4 mums?	Action: LWilson agree on product, school can do the work in class but will need someone to collect, send off, collect, distribute etc.
Leavers' hoodies	LKeech	Action: Get supplier information from VWelsh, agree colours, receive orders from Y6, submit order, receive and distribute. ASAP – so that Y6 children can wear these and enjoy having them during Y6.
Leavers' print	LKeech	Action: RMaddison to forward previous year's information. Normally produced later in the year.
Easter raffle Date TBC	EJBlenkiron	Planning to replace raffle with alternative competition (e.g. guess the number of eggs in a jar). Action: EJBlenkiron /MCartwright to bring suggestions to November meeting.
School masses, liturgy cake, refreshments Dates as per school newsletter	PSmith	Action: VWelsh to contact Y4 volunteers.
Open morning 3 rd October 10am – 12 noon	MCartwright, JCrag,PSmith	Help with event, talk to new parents and speak about the school (Wednesday 3 rd October 10am-12 noon).
Parents Evening support 28 th November 2018		Looking for a rota of parents to look after children (while their parents attend Parents Evening). Wednesday 28 th November. Action: VWelsh to liaise with CC about rota slip to be sent out
Possible Parents Social Activity	VWelsh	To look into options of holding a possible social activity to engage more parents in FOSG.



Easter Activity		Action: VWelsh to discuss at next meeting
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Action: VWelsh to share any details she has regarding each event with the relevant project lead and circulate dates of all events to whole FOSG group.

9. School Summer Fair

7th July 2019. To talk in detail in terms of what is required at next meeting.

Action: Any ideas to be passed onto VWelsh prior to the meeting.

10. AOB

Out of school time sports event suggested.

Action: LKeach to provide further information to VWelsh to enable group to discuss in more detail.

Next meeting - 15 November 3.15pm

Noted: Earlier time of meeting to widen participation across the school. Parents could bring their children along to this meeting, 2/3 parents of the group to childmind to allow meeting to go ahead.



Appendix 1 Treasurer's Report

Income Type	Amount Received
100 Club	£ 770.00
Discos	£ 964.00
Movie Night	£ 984.50
Christmas	
Tea Towels	£ 949.50
Children's Christmas Event	£ 917.91
Playing Card Hamper Draw	£ 140.00
Reindeer Food	£ 131.00
Bags 2 School	£ 125.60
Donations	£ 117.07
Easter	£ 177.00
Easy Fundraising	£ 106.83
Floats Money Left	£ 59.00
Fun day Takings	£ 5,319.51
Refreshments after events	£ 18.55
Persimmon	£ 1,000.00
Sports Day	£ 65.67
Y6 Leavers Hoodies	£ 681.00
Total income	£ 12,527.14

Expense Type	Amount spent
Xmas 2017	£ 828.21
Movie Nights	£ 61.66
Y6 Leavers Hoodies	£ 757.00
100 Club	£ 190.00
Fun day	£ 1,797.67
Banner for Holy Communion	£ 30.00
Discos	£ 430.94
Donation for Ms Skeffington	£ 11.00
Easter Hamper	£ 21.90
School Grounds	£ 10,635.00
FOSG Supplies	£ 12.00
Event Refreshments	£ 4.00
Sports Day	£ 10.72
PTA Insurance 2017	£ 106.00
PTA Insurance 2018	£ 110.00



Reception school bags	£	262.50
School Training (Captain Chemistry)	£	1,000.00
Xmas 2018	£	283.91
YR6 Leavers Gifts	£	99.43
Total expenses	£	16,651.94

Net Profits 2017/2018 v 2016/2017

	Income	Expense	Net	2017
Fun day	£ 5,319.51	£ 1,797.67	£ 3,521.84	£ 3,735.98
Movies	£ 984.50	£ 61.66	£ 922.84	£ 1,495.76
Disco	£ 964.00	£ 430.94	£ 533.06	£ 420.79
Xmas	£ 2,138.41	£ 828.21	£ 1,310.20	£ 1,714.66
Easter	£ 177.00	£ 21.90	£ 155.10	
100 Club	£ 770.00	£ 190.00	£ 580.00	£ 520.00
Sports Day	£ 65.67	£ 10.72	£ 54.95	
Bags to School	£ 125.60		£ 125.60	£ 140.00
Easy Fundraising	£ 106.83		£ 106.83	£ 86.10