



## Friends of School

### Milborne St Andrew First School

#### Minutes of Annual General Meeting Friday 8<sup>th</sup> November 2019

<b>Present:</b>	Caroline Richards	Fran Porter	<b>Apologies:</b>
	Bill Britton	Kate O'Kelly	Jenny Diffey
	Leanne Brown	Natalie Dennis	Emma Bratley
	Jo Ball	Sarah Moody	Sharon Hunt
	Clare Pavey	Dione Andrews	Hannah Fearon Lewis
			Kate Quinney
			Marie Chappell
			Jenny Freeman
			Megan Read

Agenda item	Details	Action for
1	<b>Apologies received</b>	
2	<b>Minutes of last Annual General Meeting</b> Minutes approved	
3	<b>Matters Arising</b> None	
4	<p><b>Chair's Report</b></p> <p>It's been a busy 12 months and I think that FoS have accomplished a huge amount. I'm proud of what we've managed to do by our committee and helpers. Thank you to you all.</p> <p>We were asked by school, earlier in the year, to contribute £6000 towards the school play equipment and we did it! We now have a significant sum of money that can make a difference and I hope that very soon the new equipment will be in place.</p> <p>We've been helped by two small grants in the last couple of months - Milton Abbas Street Fair and Hall &amp; Woodhouse Community Chest. The highlight of the year has to be the May Fair - raising over £2000 and being a great family day out too.</p> <p>Thank you to all of you for your hard work, dedication and friendship. It's been a fun and at times challenging three years as chair but it's now the right time to hand over to a new chair with fresh ideas.</p>	
5 & 6	<p><b>Treasure's Report &amp; Approval of accounts</b></p> <p>Accounts for the year ending Sept 2019 were presented and approved. During 2018/19 academic year £3947 has been raised.</p>	
	Signatories for the a/c are still being updated as it is a complicated process.	<b>BB</b>
7	<p><b>Election of Committee</b></p> <p>The committee was proposed and elected as follows:</p> <p>Caroline Richards – stepped down as Chair</p> <p>Marie Chappell and Natalie Dennis – elected as Co-Chairs</p> <p>Kate O'Kelly – re-elected as Vice Chair</p> <p>Bill Britton – re-elected as Treasurer</p> <p>Jenny Freeman – stepped down as Secretary</p> <p>Leanne Brown – elected as Secretary</p>	

	<p><b>Committee members:</b>  Caroline Richards  Jo Ball  Clare Pavey  Fran Porter  Kate Quinney  Jenny Diffey  Dione Andrews  Sarah Moody</p>	
8	<p><b>Any other business</b>  Thanks to be passed on to Glenn Bratley for his support in donating the 5p carrier bag charge from the shop to Friends of School.  Thanks to Sarah Fox at the Royal Oak for her donations from the Bingo held at the pub.  A big thank you to Caroline for all her time and effort as Chair of Friends of School for the last three years.</p>	CR
9	<p><b>AGM closed</b> at 14:05.</p>	
10	<p><b>Any other FoS business</b></p>	
A	<p><b>Progress with Playground Equipment</b>  Previous suggestion = £8000 incl. VAT.  SM explained problems with the old equipment. FP explained some of the requirements – low level means no special matting needed under the equipment. The shape of the layout of equipment needs to allow ease of supervision for the teachers. It can be added to after initial instillation as funds allow.  The old equipment has nearly all been removed now but the matting has been left in place.  Currently we have two quotes from different companies - £500 difference between them.  BB suggests we can spend up to a maximum £7500 to leave at least £500 in the account to cover upcoming events.  Discussion around the pros and cons of getting parents to install new equipment, as this would make it a lot cheaper. Overall it was felt that this would be a risk if not done correctly and would cause more time delay.  FP is able to provide a netball hoop and basketball net. Also suggested that the climbing wall needs a clean.  Plan for final design and quote to be organised and aim to get the play equipment installed over the Christmas holidays.  Warranty to be reviewed.  Thank you letter to be sent to Hall and Woodhouse for their grant/donation. We have prepared a short report for the December issue of The Reporter.</p>	FP SM LB/CR
B	<p><b>Christmas Lunch</b>  Jo Ball is organising the Christmas lunch – Wednesday 4<sup>th</sup> December.  Request for cooks, helpers, and servers has gone out and she already has enough helpers/servers for the day.  Invitations - 40 on the list, needs reviewing  Food donations from local food links.  Crackers not wanted this year due to plastic use and expense. Instead it has been suggested for Christmas hats to be provided or the children to make their own. The children could write their own jokes to exchange and decorate their own place mats.  Gift for each child has been organised, just need wrapping.</p>	JB & CR

C	<p>Father Christmas booked. Christmas Carol singing around the village on Friday 13<sup>th</sup> December start at 5.30pm – FoS should be the main beneficiary. Final details to be arranged.</p> <p><b>Dorchester Rotary Club Tickets</b> – approx 120 books to sell which will bring in approx £600 to FoS if all sold. Need all sold and unsold books back by 14<sup>th</sup> December at latest. And returned to Rotary Club by 17<sup>th</sup> December. Plan to sell outside school gates 22<sup>nd</sup> Nov. Ask shop if we can sell outside 23<sup>rd</sup> Nov 8:30-11am or on a Friday when the fish and chip van is in the village. Ask Sarah Fox if we can sell some at the pub. Suggestion made that we could have a stall at the village hall Christmas fair. Advert to be put on the Face Book page and class pages.</p>	
D	<p><b>Filming of class nativity performances</b> – parents unable to take on &amp; asking students from Milton Abbey is not allowed due to CRB checks. This still needs confirming with usual person. We will be providing refreshments at all performances – volunteers required.</p>	
E	<p><b>Any Other Business</b> Recycling – KQ is organising something with The Salvation Army – to be discussed at the next meeting. Food collection for the homeless – some children have shown concern and want to help the homeless – this needs discussing with the teachers and school council.</p>	
F	<p><b>Date of next committee meeting</b> – To be arranged via email.</p>	