

FABS | AGM MINUTES

Meeting date | time 27.09.19 | 10.30 | Meeting location Barford St Peters Primary school

Meeting called by	FABS Committee	Annette Delaney	Michelle Bunn
Type of meeting	AGM	Vic Stokes	Kate Robinson
Secretary	Becky Miatt	Susie Bradshaw	Lorna O'Doherty
		Kate Trimble	Charlotte Rennie
		Becky Miatt	Hannah Williams
			Jenny Jones

AGENDA TOPICS

2018/19 financial report
Election of new committee
2019/20 planned evens
AOB

Agenda topic 2018/19 Committee

AD thanked the outgoing Committee for all their hard work and successful fundraising over the last few years.

Agenda topic 2018/19 Financial Report | Presenter Susie Bradshaw

SB presented the financial report for 2018/19.

Income generated £11,758

Purchases £11,343 (additional expenditure on cameras and benches to be confirmed)

SB confirmed the year end bank balance and explained the reserves policy.

Agenda topic Election of new committee

The proposed committee for 2019/20 put themselves forward and were seconded as follows:

Role	Nominated	Seconded by
Co-Chairman	Victoria Stokes	Kate Robinson

Co-Chairman	Charlotte Rennie	Lorna O'Doherty
Co-Vice Chair	Jane Jackson	Kate Robinson
Co-Vice Chair	Jennifer Jones	Lorna O'Doherty
Co-Treasurer	Susie Bradshaw	Kate Robinson
Co-Treasurer	Kate Trimble	Lorna O'Doherty
Co-Secretary	Hannah Williams	Kate Robinson
Co-Secretary	Rebecca Miatt	Lorna O'Doherty

All nominated members were voted onto the Committee.

It was suggested that details (photos and contact details) should be communicated via newsletter / posters and through the school website. Photos of Committee to be collected and sent to school office to be included on school website.

The Constitution was discussed. MB to send WIP Constitution to VS to review and discuss at future time with AD.

Action items	Person responsible	Deadline
Update to Charity Commissions website with new member details	SB	04.10
Committee to create poster to be displayed in school / notice boards with photos and details of new Committee Members	VS	04.10
Photos of members to be included on the School website	TBC	04.10
WIP Constitution to be sent to VS	MB	ASAP

Agenda topic *Forthcoming events*

The following events were discussed, and dates agreed:

KS1 and KS2 Disco Thursday 24th October

Movie Night Friday 22nd November

Non-uniform Day Friday 6th December

Christmas Fair Saturday 7th December

The Christmas fair and alternatives were discussed, however AD explained that the Church had already been notified that the School was to run a Christmas fair. The involvement and participation of the Church is to be confirmed.

Non-Uniform Day on Friday 6th December to be used as an opportunity to provide items for one or more of the stalls at the fair (chocolate / bottles etc.). Specifics TBC.

Action items	Person responsible	Deadline
Confirmation of Church involvement of Fair and any consequential impact to School fare (use of kitchen / number of stalls etc.)	AD	As agreed with Church members
Stock take of FABS shed in playground	KT SB	W/c 30.09
FABS to organise all events as above		

Agenda topic Christmas Cards

It was agreed that Christmas Cards would continue to be a fundraising activity. AD confirmed that the children will be able to create the artwork during school time.

Action items	Responsibility	Timings
Committee to confirm timings and supply details for creation of artwork to school	VS SB	W/c 04.10

Agenda topic Mugs

AD and MB stated that the number of FABS owned mugs was low. Committee to purchase 50 additional.

Action items	Responsibility	Timings
Committee to purchase 50 Ikea white mugs	SB KT	October

Agenda topic Newsletter

FABS to create Newsletter to introduce new Committee members, announce forthcoming events and provide ways in which to get involved plus other items.

AD confirmed that she did not require prior review of any newsletters before being sent out.

Committee to send Newsletter to parents via school office.

Action items	Responsibility	Timings
Newsletter to be created and dispatched to all parents	BM JJackson	W/c 04.10