



Friends of Glebe School

Email: FriendsOfGlebe@outlook.com

Web: www.pta-events.co.uk/glebeprimaryickenham

Registered Charity No: 1051677

Supporting our Children, Supporting our School

**MINUTES OF THE FRIENDS OF GLEBE SCHOOL ANNUAL GENERAL MEETING
HELD ON WEDNESDAY 5TH OCT 2022 AT GLEBE PRIMARY SCHOOL**

ATTENDANCE

Kimberly Cluskey - Treasurer	Maria Kouroushi
Lis Aherne - Secretary	Sean McManus
Melanie Penney - Head Teacher	Jeff Gibbs
Tom Young - Caretaker	Michelle Hodgkinson
Danielle Au	Marianne Matthews
Donna Barcessat	Jenny Ransome
Jo Stephens	Drew Gervais
Sona Mathoru	Beejal Patel
Eleanor Wrigley	Elisabeth Tilbury

APOLOGIES

Atonte Rodwell - Chairman

ORDINARY BUSINESS

Item 1 - Welcome and apologies

1. The Secretary opened the meeting and welcomed members. Apologies were received from the Chairman.

Action - Lis

Item 2 - Minutes of the last AGM

1. The minutes of the last AGM dated 22nd Nov 21 were accepted as a true and accurate record of events.

Action - Lis

Item 3 - Chair's Report for 2021/2022

1. The report noted the slow and late start to the year but thanked all the volunteers and hard work that was put together to make the year a huge success in the return to events post Covid.

Action - Nil

2. World Book Day (WBD) - last year the committee sold blank tshirts to pupils, giving an alternative option to dressing up to celebrate WBD. This event was planned at very short notice but was well received. Future WBD events could look at the option of providing 'prizes' of new books for classes.

Action - Nil

3. Easter - we purchased an Easter Bunny costume and delivered gifts to each child. We thank Mr Young for his involvement in this event. The purchase of the costume will allow us to provide similar events in coming years.

Action - Nil

4. Summer Garden Party - was such a huge success and proved that hard work really can pay off. This coming year we would like to look at alternating the traditional 'summer fete' with an alternative summer event in line with the current Ickenham Village Festival week.

Action - Nil

5. Tea Towels - to mark the 70th year of Glebe, we were asked to help create memorable teatowels to mark the event. Many lessons were learnt about suppliers and the level of work needed to make these product sales work but we achieved the end goal. The committee gifted each of the teachers a teatowel with the faces of each teacher drawn by children from the school as a memento to mark the 70th anniversary.

Action - Nil

6. The committee were glad to donate money to the y6 leavers books and disco, alongside the purchase of Netball Kit and over £2000 of play equipment.

Action - Nil

7. The committee hope to find a fundraising goal in the future which will give all FoG members and the expanded Glebe community a clear purpose for fundraising and would give scope for us to approach larger businesses for financial support to achieve clear goals.

Action - Nil

Item 4 - Treasurer's Update

1. The opening balance of the bank accounts was £7,812.55 on 1st August 2021 and the closing balance was £7246.05 on 31st July 2022. Income totalled £7180.04 and expenditure £7746.54. A detailed breakdown of the account can be viewed on request.

Please also note the following:

- A credit of £1,558.38 has since been received on 1st August 2022 for the tea towel event that took place before the end of the school year
- When the new trustees took over, the account balance was £4969.83
- Cash float held of £100

Action - Nil

2. The main fundraisers for the year were:

- 2 x Doughnut sales raising £977.45
- Second hand clothes sale raising £42.77
- Tea towel sale raising £385.19
- Glebe Jubilee Garden Party raising £3146.55
- Firework ticket sales raising £80
- World book day t shirt sales raising £76.70

Action - Nil

3. Other income types were:

- Account interest 0.73p
- Amazon smile raising £41.41
- Easy fundraising £17.17

Action - Nil

4. The expenditure through the year was:

- New netball kit - £400
- Year 6 leavers books - £375
- Year 6 leavers disco - £375
- New Play equipment - £2554.69
- Easter treats for the children - £137.90
- Easter Bunny costume - £56.99
- Lottery license - £40
- Parent kind direct debit - £128

Action - Nil

Item 5 - Election of Officers and Trustees of the Committee

1. The current committee members stepped down and the process of election began.

Action - Nil

2. **Chair - Lis Aherne** was nominated as Chair by Melanie Penney and seconded by Danielle Au.

Lis agreed to take the position in the case it could be **Co-Chaired** and nominated **Donna Barcessat** to be co-chair with her. This was seconded by Kimberly Cluskey.

Action - Lis, Donna

3. **Secretary - Maria Kouroushi** was nominated as Secretary by Donna Barcessat and seconded by Melanie Penney.

Action - Maria

4. **Treasurer - Danielle Au** was nominated as Treasurer by Jo Stephens and seconded by Donna Barcessat. **Jo Stephens** will take the role of Vice Treasurer, nominated by Lis Aherne and seconded by Donna Barcessat.

Action - Lis, Donna

SPECIAL BUSINESS

Item 6 - Constitution change over to Parentkind Constitution

1. This item is still ongoing awaiting updates from the Charities Commission. Once approved an EGM will be called to vote in the new constitution.

Action - Lis, Maria

OTHER BUSINESS

Item 7 - Ongoing events updates

1. **Discos.** Spooky and Sparkle Disco's are scheduled for the 2nd and 3rd Nov 2022. Tickets are available through PTA Events. A meeting for the planning of Disco's will be announced to finalise plans.

Action - Maria

2. **Panto Tickets.** The FoG have purchased 160 tickets for the Beck Theatre Christmas Pantomine. These tickets are currently being sold through PTA Events.

Action - Nil

3. **Childs Art.** The process of personalised Christmas Artwork for purchase by pupils' families has been started. Classes are currently completing the artwork. Artwork will be returned to the company by the 19th Oct.

Action - Lis

Item 8 - AOB

1. FoG requested to sell Scout Firework Tickets as per last year. Jeff was able to confirm this will be possible. FoG will sell tickets outside of school and will receive 20% commission of sales made.

Action - Lis, Jeff

2. Sona commented that the FoG Facebook posts have been well received and thanked the committee for this communication line.

Action - Nil

3. It was asked if there is a way of getting Uniform Deliveries to the school to avoid the delivery charges. Mel will look into this possibility.

Action - Mel

4. The committee were reminded to ensure communications needed for school newsletters must reach the school office by COP Thursday on the week of publication.

Action - All

5. The committee were made aware that the Y6 residential trip has seen a steep increase in cost leaving the school/year group looking for help with raising an additional £2500. The FoG have agreed to work with Y6 to allow maximum fundraising possibilities.

Action - Mel, All

6. **Bags2School.** The committee were asked to reconsider the use of bags to school as an alternative fundraiser. The previous committee had concerns around the ethical standing of using clothes collection schemes. Upon further looking into the company and the future use of the clothes it was noted that using bags to school is a more eco friendly way to recycle unwanted clothes whilst also providing addition funds to the committee. The committee voted to restart bags2school collections.

Action - All

Item 9 - Close of Business and next meeting

1. The meeting was drawn to a close at 19.34.
2. The date and time of the next meeting to be confirmed.

Action - Nil

Action - All

