

FRIENDS OF GUILLEMONT SCHOOL ASSOCIATION

Minutes of Annual General Meeting and Year 3 Presentation

Thursday 31 March 2011

Present: Denis Foster, Selena Baker, Clare Beauchamp, Darren Dedman, Sally Ley, Lisa Frankham, Sarah Christman

1. Welcome

Denis Foster opened the Annual General Meeting at 3.40pm by welcoming committee members, parents and children who were present. The meeting started with a musical performance by the newly formed school orchestra.

2. Apologies for Absence

Apologies were received from: Kate Fuller, Diana Mocek-Meyer, Caroline Lee, and Tim Smith.

3. Approval of Minutes from Previous Meeting

The minutes were approved and there were no actions arising. They were confirmed as a true record of the meeting by Mrs Sorko (proposer) and Mrs Emsworth (seconder).

4. Treasurer's Annual Report

Denis thanked Tim Smith for his hard work as Treasurer and for producing the annual accounts for the PTA. He then read out a summary of the annual accounts.

During the year over £6000 had been raised by the various fundraising events, including discos, summer BBQ, sponsored walk, firework night, Secret Santa, after school film showings and the sale of hanging baskets. Denis thanked all of the volunteers who helped at any of the events and said how impressed he has been with how successful the events are.

Each year money is spent on paying for one of the minibuses, laptops, whiteboards and whiteboard pens. Money has also been spent over the past year on bird boxes and on building a woodland trail through the woods in the school grounds. The FOG Year 3 gift of calculators was also being paid for from funds raised during the year. In the coming year FOG will also be funding books for the school library, including some for reluctant readers, and rugby shirts for the school rugby team.

The audited accounts will be sent to the Charities Commission, and full details of Friends of Guillemont's financial activities are on a separate sheet.

5. Summary of Friends of Guillemont Events

As a Trustee, Sally Ley introduced herself for the benefit of those parents who did not know her, and reported on the achievements of the Friends of Guillemont during the year. She explained how they fund one of the minibuses each year, which are used for residential trips for the upper children, who find them hugely beneficial and it expands their learning. She also explained how the School Council, made up of children from each class, helps to choose what they would like FOG to spend money on.

Sally explained that the childrens education is a partnership between the school, the parents and the children. She encouraged the parents to help the children with their learning, for example by learning times tables and reading with them, and encouraging their children to ask questions. FOG helps by providing resources to use in the classroom, such as whiteboards and pens, and sometimes other larger equipment.

Sally concluded her report by informing parents that they are all welcome and are automatically members of Friends of Guillemont. Even if parents are unable to attend the Committee Meetings, they are always welcome to help at events and she encouraged them to volunteer for this as the school needs parents involvement.

6. Nominations of Committee Members for 2011

Chair: Kate Fuller was nominated, proposed by Mr Foster and seconded by Mrs Cook.

Vice-Chair: Clare Beauchamp and Darren Dedman were nominated as co-vice-chairs, proposed by Sally Ley and seconded by Mrs Ward.

Treasurer: Tim Smith was nominated, proposed by Mrs Chapman and seconded by Mr Dedman.

Events: Selena Baker was nominated, proposed by Lisa Frankham and seconded by Mrs Cook.

Minutes Secretary: Caroline Lee was nominated, proposed by Clare Beauchamp and seconded by Mrs Woodman.

7. Presentation from Friends of Guillemont to Year 3 Children

Prior to giving the gift of a calculator to the Year 3 children, Kate Fuller thanked Stephen Lee and Caroline Lee for their labelling of all of the calculators with each child's name.

There was then a presentation of certificates to the children who had achieved 100% attendance during the whole of the Autumn Term.

Sally Ley informed everyone that forthcoming FOG events included an after school film showing, Quiz night, summer disco and the summer BBQ. Letters about each of these will

be sent out nearer the time, but there is a calendar of forthcoming events available on the school website. Minutes of FOG committee meetings are also available on the website.

Date of Next Meeting

After the school choir had performed a song, Denis Foster closed the meeting by thanking the parents and children who had attended the Annual General Meeting. He said that he looked forward to seeing parents at events in the rest of the year, and informed them that the next committee meeting will be held on Tuesday 4th April at 3.30pm in the school Community Room.

The meeting closed at approximately 4.30pm.

Friends of Guillemont School Association

Accounts for Year to 31st March 2011

| | | |
|----------------------------------|--------|-----------------|
| Funds Available as at 31/03/2011 | RBS | 9458.36 |
| | CAF | 1130.71 |
| | Total: | <u>10589.07</u> |

Event Income

| Date | Event | Income | Expense | Profit/Loss |
|--------|-------------------|----------|----------|---------------|
| Mar-10 | Spring Disco | 946.78 | 211.46 | 735.32 |
| May-10 | Hanging Baskets | 433.00 | 373.00 | 60.00 |
| Jul-10 | Summer BBQ | 1,193.15 | 949.22 | 243.93 |
| Oct-10 | Sponsored Walk | 2,327.65 | | 2,327.65 |
| Nov-10 | Firework Night | 3,958.03 | 2,635.44 | 1,322.59 |
| Dec-10 | Christmas Disco | 847.51 | 329.10 | 518.41 |
| Mar-10 | Family Film Night | 183.70 | 27.43 | 156.27 |
| Mar-10 | Spring Disco | 948.50 | 187.99 | 760.51 |
| | Film Nights | 391.52 | 31.60 | <u>359.92</u> |
| | | | | 6,293.18 |

Major Expenses

| | | |
|--------|------------------------------|----------|
| Jun-10 | Bird Boxes | 90.00 |
| Jul-10 | Bark for Woodland Pathway | 87.90 |
| Feb-11 | School Minibuses | 3,000.00 |
| | | <hr/> |
| | | 3,177.90 |