



## Friends & Family of Crickhowell Community Primary School

### AGM Meeting Minutes

Thursday Sept 26<sup>th</sup> 2019, 19:30 at Crickhowell Primary School

<b>Attendees</b>	Jo McIver, Sian Schofield, Mark Wakeley, Emma Corfield-Walters, Maria Tortoreillo; Sarah Jeremiah; Nicola Welton-Wall; Patty Papageorgiou-Axford; Jenna Roberts; Emily Davies; Jenny Lilley, Rachel Smith	
<b>Item No</b>	<b>Item:</b>	<b>Action by:</b>
<b>1</b>	<b>Apologies</b>  Clare Carter; Clare Dale; Ceri Rees; Debbie Taylor	
<b>2</b>	<b>Chair Report</b>  Jo kindly brought cakes and chocolates for all to thank for support over last academic year and presented the annual report – this will be available as a document on the School website under the Friends Section.  Total funds raised - £4,472.24 Funds spent - £2,536 Current balance - £7,7727  SJ reminded that funds over £10k are then subject to additional submission requirements by the Charity Commission should we exceed this figure over the year ahead.	<b>JM</b>
<b>3</b>	<b>Agreed Roles for year ahead</b>  Current roles remain as they are: Chair – Jo McIver Vice-Chair – Emily Davies Secretary – Sarah Jeremiah Treasure – Maria Tortoreillo & Sian Schofield  Sarah needs to submit the Chair report and annual accounts to the Charity Commission ideally by 31/10/19	<b>SJ</b>
<b>4</b>	<b>School/Teaching Resource Requirements</b>  Mark provided the following requests: <ul style="list-style-type: none"> <li>• Oxford Tree Books – these have been ordered through Emma (Bookish) as an additional discount of £300 was available. The books are largely covering Foundation, Phase and Years 3-4 although packs range up to Year 6. A support package through Oxford is via on-line. Emma is shortly dropping the consignment of books to school – costs were approx. £2,800</li> <li>• Timber repair for fencing and desking of pond area near the zip-</li> </ul>	

	<p>wire needs replacing</p> <ul style="list-style-type: none"> <li>• Cosmetic painting for school hall, Year 3-4 classroom and class blinds. (These were brought up as maintenance costs rather than resources that will directly assist the children – option to consider Percy Davies Trust for assistance)</li> <li>• Lego Coding Packs – approx. £200 a pack – more required to start a Lego Club</li> <li>• Resurfacing of the playground is now on Powys maintenance list – no date as yet but potentially end of financial year or 2020. Mark is also going to ask if when this area is done that the reception area is extended.</li> </ul> <p>Further items and costs required which can be discussed at next meeting for agreement amongst group</p>	<p><b>MW</b></p>
<p><b>5</b></p>	<p><b>Fundraising Plans 2019-2020</b></p> <ul style="list-style-type: none"> <li>• <b>Halloween Disco 24<sup>th</sup> October 2019</b>– this is being managed by Miss Joyce this year for Foundation Phase. Maria to confirm if any Friends support required for drinks but no other involvement as disco booking for 1 hr too expensive and previous non attendance was disappointing.</li> <li>• <b>Halloween Raffle cake</b> – group agreed to raffle a cake (via Emma) in similar way to Easter. <b>Need to send out details and tickets ASAP</b></li> <li>• <b>Children’s Literary Festival</b> – 9<sup>th</sup> &amp; 10<sup>th</sup> November. There are number of events being held at the Primary school so an opportunity for Friends to sell cakes and refreshments. The Gruffalo Tea Party on the 10<sup>th</sup> also a opportunity to assist in food prep with Emma confirming “funds” back. Emma to send schedule to group to assess potential support rota for parents attending.</li> <li>• <b>Greenman 2020</b> – group discussed opportunity to apply for a pitch at the 2020 event. Emma suggested a Welsh-cake stall or something simple and niche that can be easily prepared and manned. A good USP will assist with application as competition high and despite opportunity to raise considerable funds, the level of support needed is very high at a time when many are away on leave. Rob to find out what tickets would be available for bribing support! Friends would need to arrange necessary hygiene certificates, insurance, card payment, trading standards, pat testing requirements. Agreed to consider ideas and discuss at next meeting and Emma offered to send in application if we go ahead.</li> <li>• <b>Valentine Multi-Cultural Meal</b> – agreed that needed more detail from Ceri on how this would work</li> <li>• <b>Car Boot Sale</b> – could look at holding a Sat morning sale on the top and offer refreshments/cakes</li> <li>• <b>Clock in a Box</b> – Nicola spoke about this fundraising idea - “I will wrap an old fashioned wind up clock in a box and ask people to guess at what hour/minute the clock will stop at 50p a go. This should make £360. We would offer the winner £50, thus making £310 for the school! Coming up to Xmas the incentive of winning money should encourage people to enter!”</li> <li>• <b>Family Quiz night</b> – Sarah mentioned that this a good social evening and children enjoyed being part of the night.</li> <li>• <b>School Lottery</b> – Mark will review details and report back to the group</li> <li>• <b>Crisp recycling boxes</b></li> <li>• <b>Aldi Tokens/Stickers</b> – reminder to go out on Schoop</li> </ul>	<p><b>All &amp; RF</b></p> <p><b>CR</b></p> <p><b>All</b></p> <p><b>MW</b></p>

	<ul style="list-style-type: none"> <li>• <b>Xmas Fayre</b> – decided on Friday 29<sup>th</sup> November</li> </ul>	
<b>6</b>	<b>Newsletter and Blog</b>  SJ will prepare Autumn newsletter once fundraising options have been agreed	<b>SJ</b>
<b>7</b>	<b>AOB</b>  Next meeting agreed for <b>Tues 22<sup>nd</sup> October</b> - 7pm - Venue to be confirmed (one with drinks)	<b>SJ</b>