

FRIENDS OF MONKFIELD PARK – AGM / MINUTES

Meeting date | time Wednesday 21st October 2020, 10am (conducted virtually via Microsoft Teams)

Attendees –

- Helen Hickmott – Chair
- Melanie Hettle, Abbey Stevenson – Co-Secretaries
- Gillian Lee – Treasurer
- Jodie Todd - Committee member
- Ali Lee
- Barrie Hickmott
- Mrs A Howell - Acting Head Teacher
- Mrs J Ferris - Manager C&LC
- David Mrva
- Elina Ivanova
- Emma Kavanagh
- Mary Bingham

Apologies –

None

AGENDA

- Introductions/Apologies
- Confirm Virtual Meeting Rules
- Agree Last AGM Minutes
- AGM Report
- Election of New Committee Members
- AOB

OPENING OF MEETING

Helen Hickmott opened the meeting during which attendees were confirmed and documented, and rules for the virtual meeting were given.

AGREE LAST AGM MINUTES

In advance of the meeting, last year's AGM minutes were circulated to all attendees, in order to provide an opportunity to read. At this stage of the meeting, Helen asked for confirmation that all had received the previous minutes and asked for any comments. No comments or amendments were raised and as such last year's AGM minutes were therefore agreed upon.

AGM REPORT

Introduction to FOMP

FOMP is a Friends of the School Association and was founded in October 2000. It is a partnership between parents, carers, staff members and any person wishing to offer appropriate support/help that is accepted as a member by the committee. The purpose of our association is to engage in activities or provide equipment or facilities which support the school and advance the education of the pupils.

Fundraising

Helen ran through some of the events we have done this year, highlighting that due to the situation surrounding coronavirus, some of the planned events were inevitably cancelled:

- ❖ Xmas Cards – School Fundraising
- ❖ Xmas Quiz - Cancelled (lack of participants)
- ❖ Christmas Crafternoon/Santa's Grotto
- ❖ Santa Visit to Reception & C&LC
- ❖ Break The Rules Day
- ❖ Mother's Day Treat Bags
- ❖ Second Hand Book Sale
- ❖ Easter Egg Hunt - Cancelled due to Coronavirus lockdown (Easter Eggs donated to the Year 6 Leavers)

Helen shared with attendees, pictures of the new library which was completed in the October half term (2019), which FOMP contributed £13,849.50 towards. Mrs Howell added her thanks to all of FOMP for the numerous years of fundraising efforts which made the refurbishment of the library possible and added what a truly wonderful resource it is for the children at the school.

Helen ran through the Fundraising we achieved for Charities. This year we collected and deposited £202.79 for Sports Relief (Children in Need was included in last year's AGM figures due to the date of the meeting).

Helen also presented the donations we have gratefully received:

- ❖ Cambourne Fishing Club - £360.50
- ❖ Charities Aid Foundation (CAF) - £200
- ❖ Taylor Wimpey - £250 for the Year 6 Leavers
- ❖ Parent Donation - £40
- ❖ 400 Degree Pizzeria - £55

Helen ran through the ongoing fundraisers

- ❖ EasyFundraising
- ❖ Amazon Smile
- ❖ Stampastic
- ❖ Bag2school
- ❖ Empties Please
- ❖ Foreign Currency collection
- ❖ Second Hand Uniform – Online Sales

These have raised £377.89 this year. FOMP have also had 178 books donated from parents through the Amazon Book Wish List since it began in 2019.

Due to the current coronavirus restrictions which limit the types of fundraising events we can run for the foreseeable future, efforts will be made to further promote EasyFundraising and Amazon Smile, especially to businesses to increase the funds raised.

Money spent

FOMP have given £18,324.53 to the school this year. The bulk of this figure (£13,099.50) was for the final balance of the School Library Refurbishment.

The remainder of the funds contributed towards:

- ❖ Christmas Tree for the Main Hall
- ❖ Gifts for Christmas Lunch
- ❖ Christmas & Welcome Gifts for Reception Children
- ❖ Xmas Book Advent Calendar for Reception classes.
- ❖ Panto Trip for the whole school
- ❖ Frames for Library Posters
- ❖ School Trip Coaches
- ❖ Donation to the C&LC
- ❖ Guided Reading Books
- ❖ Extra reading books for the Library
- ❖ Easter Eggs for Year 6 children
- ❖ Ice Lollies/Popcorn for end of school year
- ❖ Refreshments at School Events

Helen highlighted that while FOMP normally make a contribution each year towards the Year 6 Leavers Party and Gifts. This year, due to the coronavirus situation, it was decided by the committee to use a donation received from Taylor Wimpey towards the Year 6 leavers gifts, which were subsequently purchased. Further, FOMP currently holds £208.18 in the account for a future celebration when it is safe to hold.

Future Fundraising events

Events planned for this year include:

- ❖ Half Term Helper Bags
- ❖ Christmas Crafternoon Bags (FOMP)
- ❖ Personalised Xmas Items (Year 6 Leavers)
- ❖ Xmas Virtual Family Quiz (Year 6 Leavers)
- ❖ Break The Rules Day (Spring/Summer term)
- ❖ Auction
- ❖ National Festival Circus in June 2021 (if the government guidance surrounding coronavirus permits)

Projects we are raising money for are –

- ❖ C&LC Outdoor Area Refurbishment
- ❖ Guided Reading Book Sets
- ❖ Replacement Wall Decorations outside classrooms

Mrs Howell added that both herself and Mrs Jarman felt that it would be beneficial to the children to have the markings on the playground repainted. Further information and quotes for this would be looked in to and provided in due course. Further, additional books for the school would also be beneficial to have.

Finances

Helen ran through slides containing screenshots of excel spreadsheets which contain the figures for the year. Apologies were made for the difficulty in reading, but confirmed it is more visible in the slides which will be sent round following the meeting.

Helen explained that as can be seen from the figures, the total amount raised this year was considerably lower than previous years. In total we raised £3,739.22 this year.

As discussed previously in the meeting, the expenditure this year was high, due to payment of the final balance of the School Library Refurbishment Project. Total expenditure this year was £20,146.78. A comprehensive breakdown of the income and expenditure for this year, provided within the presentation, will be available following the meeting, as Helen will circulate a copy to all attendees.

ELECTION OF COMMITTEE MEMBERS

Helen confirmed the following committee roles were available –

Chair/Secretary/Treasurer/Ordinary Committee Member

Chair – Helen Hickmott was nominated, and all agreed on.

Secretary – Abbey Stevenson and **Melanie Hettle** were nominated to be co-Secretaries, and all agreed on.

Treasurer – Gill Lee was nominated, and all agreed on.

1 x Ordinary Committee Member– Jodie Todd was nominated, and all agreed on.

Co-ordinators – these roles, including recycling coordinator and stores coordinator, are not compulsory and can be changed throughout the year, but they would be helpful to have again this year. Abbey Stevenson agreed to continue as recycling coordinator. Given the situation with coronavirus, access to the shed is not permitted, and as such there is no immediate requirement for a store's coordinator.

AOB

Helen Hickmott expressed her thanks to everyone and in particular to Mrs Howell and Mrs Ferris.

Mrs Howell expressed her thanks to all at FOMP for their ongoing fundraising support.

CLOSURE OF MEETING

The meeting was closed at 10:41 with Helen Hickmott thanking all attendees for coming.

MINUTES SIGNED BY –

Secretary – Melanie Hettle

Date

Chair – Helen Hickmott

Date