

Annual General Meeting (AGM)

FRIENDS OF SHAKESPEARE

15th January 2019

MEMBERS PRESENT:

Paula Brayshaw
Anne Holloway
Wendy Mather

Philippa Fellows
Alison Horabin
Laura Plant

Laura Hickson
Janine Hughes
Laura Willan

APPOLOGIES:

Kathryn Ivison Cath Burman

AGM

Alison H opened the meeting by thanking everyone for attending. For new members present she explained that the Friends of Shakespeare is a Home School Association with Charity status. As a charity and association the Friends of Shakespeare have a legally binding constitution which requires the holding of an annual AGM and for them to have formal policies and procedures in place. She further informed those present that the policies and procedures currently in place are due to recent legislative changes now in need of updating. The updated documents will be brought to the next friends committee meeting for approval.

Minutes of previous meeting dated 30th October 2018 were read and approved.

CHAIRS REPORT

Alison H reported to the committee that the Friends of Shakespeare at the beginning of the 2017-18 school year made the decision to have a year off supporting a specific school project in a bid to build up funds and whilst possible projects were investigated.

She further reported the school year had been successful in terms of fundraising despite the decisions made to cease some of the long standing fundraising events (e.g. the car boot sale and Christmas markets).

Throughout the year a few new events were introduced which all proved profitable. These events included the Mother's Day sale which raised £490 and the Summer Bash which raised £800.

Throughout the year the Friends of Shakespeare had supported the School Choir with a donation (£100), purchased PE kits for the school's sports teams (£350) and purchased their own BBQ (£179).

Alison H expressed her thanks to all parents, carers and staff who had assisted with events throughout the year, and also thanked Anne H for organising the year's successful visits to the Pantomime at Blackpool Grand and the Christmas shopping trip to Liverpool.

Alison H further extended her thanks to the Friends elected committee members (Treasurer, Vice Chair and Secretary) for their continued support throughout the year.

TREASURERS REPORT:

Laura H reported at the end of the 2017/18 school year the Friends of Shakespeare were able to carry over a health balance of £ 2,813. This balance includes funds carried over from the 2016/17 of £1,587. The increase in balance has occurred due to the Friends decision not support a specific subject throughout the school year whilst still running a number of school fundraising events.

Throughout the school year income has comprised of fundraising amounting to £2669.22 and income for events/tickets etc amounting to £3,504.68 giving total revenue of £6,173.90 which falls below the £10,000 limit specified by the Charities commission (revenue of greater than £10,000 requires submission of accounts via online Charities commission website).

As of today's date the Friends of Shakespeare bank account stands at £3,870.05. Planned expenditure for the remaining of the school year to cover long standing commitments totals £837.73 (Year 6 leaver's celebration and hoodies donation, Easter egg purchases and baby club Christmas presents).

ELECTION OF OFFICERS:

CHAIRPERSON

Laura W asked Alison H if she would be willing to stand as Chair person for another year. Alison H confirmed she would be willing to stand for another year but would like to be able to hand over to someone else in the near future. Alison H was therefore proposed as Chair by Laura P and seconded by Laura H.

SECRETARY

Kathryn I has undertaken this role for the past year. As she was unable to attend this meeting Alison asked those present if anyone would be willing to take on the role. Following discussion Laura P was proposed by Laura W and seconded by Paula B.

TREASURER

It was proposed that Laura H continued in this position by Laura P and seconded by Janine H.

VICE CHAIR

Alison H informed the committee that the role of Vice Chair is not a mandatory position and asked if people felt the role should continue. Following discussions it was decided that through having a Vice Chair we had someone to chair meetings in the event that the Chair was unavailable. It was therefore proposed that Anne H continue in the position by Alison H and seconded by Laura W.

ORDINARY MEMBERS

The Friends of Shakespeare Home School Association has 12 ordinary members who regularly attend the half termly committee meetings.

ANY OTHER BUSINESS

Upcoming Events

Mother's Day Sale – Laura W informed the committee Nicola R (a school member of staff) has again offered to co-ordinate this event by collating gifts and wrapping where necessary. The committee all felt the event was a great success last year and would therefore like to proceed with it again this year. PF to send flier asking for donations. [Alison asked for thanks to be passed on to Nicola R for her time on this fundraising project.](#)

Bongo Bingo – Alison to contact Lee for alternative date following cancellation of previous event. Suggested date - 4th April.

Year 6 End of Year Celebration – Laura W asked the committee if they would be willing to donate a larger sum to this event due the LCC's advice to not use Inflatables at swimming pools. In previous years the year 6 celebration has been held at the YMCA swimming pool and has included a trip to McDonalds which has come to approximately £400. Following discussions it was agreed to fund £10 per child towards the celebration (£600 in total) this year. This will be reviewed on a yearly basis [where funds allow](#).

Future Dates

School Disco for Year 5/6 – 28th February

Mother's Day Sale – 28th and 29th March

Possible Bongo Bingo – 4th April

Chester Zoo trip – 28th April

School Disco for Year 3/4 – 23rd May

Summer Bash – 21st June

School Disco for Year 1/2 – 27th June

Reserve Date for Summer Bash – 28th June

Summer Fair – 28th September

Panto – 7th December

Funding Projects

LW informed committee that a bid has gone in to develop the outdoor area to improve outdoor learning and provide shelter. This includes a canopy, reception outdoor equipment and a willow walkway. She further informed the committee that she is in the process of putting a bid in for £1000 from the Plastic Bag funding scheme supported by Deols.

Other possible funding projects included: Canopy to provide large undercover area, Air conditioning for school hall and Max's Garden restoration.

NEXT MEETING TO BE HELD IN NEXT SCHOOL HALF TERM.