

FOSS AGM

19/09/2017 at 3:15pm

Present: Antony Bartkiw, Andrew Rollins, Abby Goodwin, Diane Crawford, Penny Sutcliffe, Mark Scott – Head teacher, Gemma Dodson – Class 1 Teacher, Hannah Gibson – Class 2 Teacher, Jane Cahill – Class 4 Teacher, Jill Wallace – School Bursar.

Apologies for absence: Sarah Green and Emma Ambrose – Class 3 Teacher.

Agenda item 1: Election of Chair, Vice Chair, Treasurer and Secretary.

Mark Scott opened the meeting thanking the FOSS officials of last year on the difficult job fundraising for the school and the positive impact this had for pupils and parents alike. From a personal perspective he praised a 'job well done'.

Nominations for Chair: Antony advised he was happy to continue within this role but did state that if anyone in the room wanted to take it on they were more than welcome. It was unanimously agreed by all persons present for Antony Bartkiw to continue as chair of FOSS.

Nominations of Vice Chair: It was unanimously voted that Andrew Rollins to continue as Vice Chair of FOSS.

Nominations of Treasurer: It was unanimously decided that Diane Crawford to continue as treasurer.

Secretary: It was unanimously decided that Jill Wallace is to be secretary.

Agenda Item 2: Perusal of Annual Accounts and Financial Position.

Diane presented the annual accounts since 2015. The profit for the year August 2015 to December 2015 was £968.61. It is noted that this is the date when the accounts were taken over by Diane.

The profit for the year January 2016 to December 2016 was £1409.19.

The profit for the year January 2017 to August 2017 currently stands at £889.12.

Jill Wallace advised it would be beneficial to bring the accounts in line with the school year end running September 2017 to August 2018 going forward. This was agreed.

The balance of FOSS funds are £9390.84. It was agreed this would be saved for a possible future purchase of a minibus for the school.

Diane advised the Christmas Fair was a huge success and brought in £590 for the school. Mark said that this was good progress for profit but stated that the Burner had a good impact on profits however was unsure as to whether this would be a continuing trend due to the event being local to the school. Antony has attended a Burner meeting and Northowram School are unsure to continue as it is up for the 2 year review with organising an issue along with staffing, he advised it might be possible the Puma's may be organising the event this year. However, one of the biggest competitors for the Burner was Salterlee.

Agenda Item 3: Moving Forward – fundraising & next events.

Antony advised any fundraising would be put towards a new minibus for the school.

It was agreed that **The Monster Ball will be on the 26th October after school until 5:30pm.** Reception children are invited to this event but it was noted it would be advisable younger children that might be unsure or scared by the dark, loud noises and masks be accompanied by an adult as the OOSC cannot accommodate any more children on that date. On this date Sam Thompson has asked to do a skipathon with Class 4 in awareness of the British Heart Foundation. Details and permission slips will be sent out in the next two weeks. Jane mentioned a quieter area during the Monster Ball such as a craft room where children can take a break from the disco.

Ladies Night – Fashion Show – 17th November: This idea was brought forward by Penny. She advised this would involve Christmas Outfits for sale at much reduced prices from the likes of River Island. This will be a ticketed event. Penny is looking into the logistics and possible minimum costs before this date can be secured.

The Christmas Fair will be held on Friday the 8th December starting at 2:30 until approximately 4:30pm. This event has proved successful in previous years and will include various stalls, tombola, raffle, possible decorate a bauble. Mark advised that the school will source 'decorate a card' and any funds raised will be put towards FOSS.

Anthony advised the events over the past 2 years can be left too late with little time to organise them. In light of this with regards to last minute, small purchases it was unanimously agreed that any executive decision be made between the Chair, Vice Chair, Treasurer and Secretary therefore eliminating the need for extra meetings agreeing small purchases.

It was agreed that small monthly events would not be arranged due to dates clashing with other non FOSS charity events within school.

It was discussed that the funds be used for the minibus purchase. Mark advised that it might be more feasible to look into a minibus 'lite' due to the D1 license issue the school currently has. The Blue Card Minibus Permit is only available to people who passed their driving test before January 1997. Jill Wallace advised this is a difference of £750 - £800 per person which school cannot sustain long term. Antony said that he is still looking into minibus prices but it is too early to be obtaining quotes. With the research Antony has done so far Antony said a new bus at the moment would cost approximately £32,000 and that FOSS have a long way to go to reach that target.

Agenda Item 4: Any Other Business

It was agreed by all members present that the **next FOSS meeting will be on Tuesday 17th October at 3:15pm in the staffroom.**

The meeting closed at 4:20 pm.

Meeting Observed and Minutes prepared by Jill Wallace.

Minutes Approved by Antony Bartkiw 19/9/2017 – to be signed at the next meeting.