

MINUTES

FOWP Annual General Meeting

Monday, 29th October 2018, 7.30 pm

Present: Colin Granlund, Becky Girvan, Elizabeth Hankins, Caroline Jones, Karen Jones, Jacqui Kane, Theona Kyle, Karen Pearson, Debbie Schlup, Ceri Steel, Vicki Twibell, Sharon Wade and Ann Williams

Apologies: Fleur Carey, Howard Collins, Monica Dona, Dom Kenrick, Heather Martin, Sally Prince, Catherine Snashall, Rachel Southwell and Kate Trotman

1. **Welcome** - Becky welcomed everyone to the meeting, particularly all the new parents. She explained that everyone was welcome to get involved, as much or as little as they liked. FOWP meetings were a platform for school relationships discussing past and future events and to decide on how to spend the money raised.
2. There were three nomination posts which were to be voted on at this meeting: Chair, Treasurer and Secretary to which there were people earmarked but anyone in attendance was invited to stand. Noted that the following staff were on the committee and attended the meetings on a rotational basis: Headteacher: Dom Kenrick, Assistant CEO/Director of Business and Finance: Colin Granlund and Howard Collins: Grants and Fundraising Manager.
3. Fundraising - last year, the committee broke away from the tried and tested traditional events that had been done previously and focus was given to: how much fun the event would be, potential for money raised, the input needed from parents and response from the general parent body. As a result:
 - a) The Quiz night would be going ahead on 9th November 2018. There were still tickets available and teams could be found for those without one.
 - b) Ceilidh in January 2018 was a fantastic event and there is another one booked for 18th January 2019 - tickets would be available soon.
 - c) Parent evenings and music/drama shows - drinks and snacks are now sold at these events and it provides a good opportunity to speak to parents about our events and initiatives, particularly easyfundraising (27 parents had signed up) and 300 club (Warden Park's lottery).
 - d) Clothing recycling events - two recycling events had taken place which had raised over £500 (£360 in the summer and £192 raised in the autumn).
 - e) ecoffee cups - the committee were looking to reduce non-recyclable cups at events (great Christmas gifts!) Parents invited to e-mail with ideas for new initiatives and ways to engage other parents.
 - f) School requests: the school requested financial assistance for particular items including: contribution to the minibus purchased over the summer, dance floor upgrade, lighting rig in assembly hall, reading pens for pupils with learning differences - £186 each and needed 20, replace the surface

underneath the playground canopy, a mindstorm table for ICT and match funding for an ICT grant for isolated and disadvantaged digitally-excluded pupils.

Currently committed to funding: Lighting rig for assembly hall: £9600 and ten reading pens: £1860.

4. Thank yous

- a)** Becky took this opportunity to thank both school representatives and parents, who were part of the friends group. She has a great time working with everyone. Her sincere thanks went to Sharon who undertook the secretarial and admin tasks and Karen Jones who had been a loyal, hardworking member of the team for many years and was sadly stepping down as Treasurer. Becky was particularly thankful of her willingness to help, the fact that she was calm and resourceful and had great knowledge of procedure. She was really happy that Karen was going to be on the committee next year.
- g)** 300 club - Becky thanked Fleur Carey and Sally Prince for their hard work in running the 300 club;
- h)** Becky thanked the committee members who attended meetings and events: Jacqui Kane, Rachel Southwell, Karen Jones, Caroline Jones, Karen Pearson, Nikki Mordecai, Catherine Snashall, Sarah George, Elisabeth Handley, Vicki Twibell and Kate Trotman
- i)** Howard, Dom, Neil and Colin were also thanked for assisting the group with their endeavours.

5. Treasurer's report:

- Fundraising hampered by circumstances beyond our control but for our small team, raised a good amount. Total net income before donations was £6195 and net fundraising profits, £5325 (£1500 down on last year's but there had been no festive fair and bad weather conditions affected the quiz night. Easyfundraising had raised £366 and parents were invited to sign up for no charge. This raised £66.68 in the last quarter,
- 300 club - raised £938 over the year but this did not include accrued income of £260 from Parent Pay.
- £5607 in donations made to the school on a number of projects which were listed in accounts. Karen had had an interesting time being Treasurer but was happy to be stepping down. She hoped Jacqui would have a smooth transition.
- Accounts year ended: 31st August 2018 were now approved.

6. Nomination of officers for the year ahead

Chair - Becky was proposed by Caroline Jones and seconded by Jacqui Kane

Secretary - Sharon was proposed by Becky and seconded by Caroline

Treasurer - Jacqui was proposed by Vicky and seconded by Caroline

7. School Business

- Colin explained that mocks had started today. It was good to start early as gave students time to get focused.
- Noted the dining room changes and difficulties faced with so many students.
- The Year 7s were settling in well and Colin was always amazed how quickly new Year 7s found their feet.

8. Events - most were underway

- Quiz Night - 9.11.18 - 50 people had signed up so far but there was always room for more. Quizmaster, curry and quiz were ready - and the advertising banner was now up and making its first appearance.
- Primary Cross Country - 1.12.18 - more volunteers were needed please
- Year 11 reporting evening on 6.12.18 - refreshments available - 5 p.m. to 7 p.m. - volunteers were needed
- Christmas concert - 14.12.18 - this was covered
- Ceilidh - 18.1.19 - did not need many helpers for this.
- Band Night - this was discussed at length. Agreed:
 - Becky would approach the band to let them know that there was an appetite for the event but it was currently unknown how popular it would be - would need to sell 70 tickets for it to be viable. She would ask them if they would be open to song requests;
 - Hazel and Lawrence to be approached to provide a student support band.
 - Discussed the possibility of holding it on a Saturday, but a Friday was preferred.
 - Not to have too early a start.

9. Application of Friends' Funds

- Committed money to lighting rig and reader pens. Currently have slightly below what is needed. Reading pens - we have earmarked £1800 for 10 pens - pledged £1500 towards the pens (10 approx) and happy to offer that up now.
- Reader pens - agreed to pitch plea on ParentPay to see if there was an appetite. Remove Find a Fiver for now;
- Easyfundraising - can do a video and upload to Facebook - Liz Hankins

- Colin to talk to Wendy Greaves - to put quotes from students into the newsletter

10. Any Other Business

- The group gave thanks to Becky for all her efforts and hard work and for being always cheery :-)
- If anyone wanted a role, please let us know.
- “Parents of Warden Park Academy - All Welcome” - Warden Park social Facebook page is used to advertise Friends’ events.

11. Next meeting: Monday 26th November 2018 at 7.30 p.m.