

Supporters of Chesterton School (SOCS)

Annual General Meeting Minutes

Date: 8th October 2025

Location: Chesterton Primary School meeting room

Time: 3.30pm

Chair: Louise Bamber

1. Attendance and Apologies

Present:

Louise Bamber (Chair)

DD (Treasurer)

KM (Secretary)

RH

CD

KT

DM

SR

TG

ML

LL

HM

Miss Storey (Headteacher)

LR

Miss Khokhar (Teacher representative)

Apologies:

KK (Deputy Chair)

HH

I

C

2. Chair's Report

(Appendix 1 circulated in advance)

Louise Bamber presented the Chair's Report, highlighting a busy and successful year for SOCS with strong fundraising efforts and community engagement.

Key achievements included:

- The successful Summer Fete, which raised over £1,000.
- Investments in school improvements, including the new scooter rack, reading garden, and outdoor stage props.
- Ongoing support for events such as the Reading Event, Eid celebration, and Easter Egg Hunt.
- Continued growth in class reps and parental involvement.

Louise thanked all staff, parents, carers, and volunteers for their time and contributions. The report was approved and accepted by the committee.

3. Treasurer's Report (Year Ending 31 August 2025)

(Appendix 2 referenced in agenda – Finance Report distributed separately)

Debbie Dickens presented the Treasurer's Report for September 2024–August 2025.

- **Opening balance:** £4,991.26
- **Income:** £2,161.31
- **Expenditure:** £2,013.74
- **Closing balance:** £5,138.83

Highlights included:

- The Summer Fete as the main fundraiser, raising over £1,000.
- Additional income from the Easy Fundraising website, non-uniform days, and Christmas cards.
- The disco covered its own costs and made a small profit.
- Expenditure included storybook bags, leavers' hoodies (part-subsidised), and general consumables such as Parentkind membership and insurance.
- Planters for the new reading area were paid for in full.

Accounts were reviewed and approved, with thanks to Debbie for her work.

Future reminders were noted for fundraising communication and teacher awareness of class budgets.

4. Committee Members and Responsibilities

The following committee members and reps were confirmed for 2025/26:

- **Chair:** Louise Bamber
- **Deputy Chair:** Karen King (unanimous vote in favour)
- **Treasurer:** Debbie Dickens
- **Secretary:** Katie McCann

Class Representatives:

- Cherry – Esther
- Hornbeam – Line
- Willow – Kelly
- Sycamore – Hayley
- Cedar – Isha
- Juniper – *vacant*
- Ash – Sabrina

Teacher Rep: Miss Khokhar

Second-hand Uniform Co-ordinators: TG & LW

Events: CB

Raffle: Lisa (to be confirmed)

Still needed:

- Year 5 class rep (RH volunteered and was approved)

5. Budget for 2025–2026

(Appendix 3 circulated)

Debbie Dickens presented the proposed budget. SOCS currently holds over £4,500 in the account and agreed to operate on a deficit budget this year to make use of available funds.

Planned Income: £1,400

- Fete: £1,000
- Other (Easy Fundraising, Christmas cards, non-uniform days): £400

Planned Expenditure: £2,525

- Large project: £1,000
- Curriculum enhancement: £400
- Whole school treat: £200
- Year 6 hoodies/breakfast: £300
- Individual class treats (£25 per term per class): £525
- SOCS-run social events: £100

Notes:

- Year 6 hoodie/breakfast budget to be adjusted based on numbers (~20 pupils).
- Spending target of £4,999 overall.
- Reading garden plants purchased.
- ST to possibly assist with garden work.
- Miss K to remind class teachers of £25 per term per class.
- DD reminded committee that we are still to pay for SATS breakfast for last year approx £160
- 2023-2024 accounts have been inspected by treasurer at St Georges Church named Jeremy Bickerstaff
- RH: Need to send round reminders about EasyFundraising and instructions. SR: Questioned use. DD: Clarified.

Budget unanimously approved.

6. Upcoming Events and General Discussion

Christmas Cards

- In progress; confirm each year has received their forms..
- Deadline: 27th October.
- Managed by KK.

Winter Disco

- Discussion about summer disco. Considered too hot and event schedule heavy workload.
- Possible date: early December.
- KS1: 3:15–4:15pm, KS2: immediately after.
- Need consider YR 6 walking home alone - Miss Storey to consider further.
- KM: Possible simultaneous parties? - Too expensive, Green hall risk assessment a problem. Stick to staggered parties.
- CD: Could winter disco be in February? Committee to consider but more likely early Dec if Disco company available to tie in with Christmas celebrations.
- DD: Google form and online payments worked well at the summer 2025 disco so to use this method.
- Proposed that C&D to coordinate
- Miss Storey to check on hall availability and staffing.
- Happy to use Disco company used in summer 2025 disco.
- Question raised whether Santa could attend.

Book Fair

- Booked for 20th May; potential clash with diary dates to be reviewed and checked with Mrs Nestor.
- Friday 15th May delivery might be better to miss SATS week.

Fete

- Proposed date: 19th June 2026 (Friday event preferred).
- Possibility of Saturday considered, but may clash with Chesterton Festival so Friday decided on.
- Setup planned for Thursday prior; volunteers needed all day Friday.

Additional Events & Ideas

- LR: Suggested possible film night or magic show (options being researched).
- “Blow-up planetarium” discussed as a potential science-themed event.
- Reading event proposed for KS1 next term; possible KS2 focus later in the year.
- Potential SOCS rebrand to “PTA” – to be discussed after half term. DD to be consulted re: difficulties changing name.
- Logo competition and new banner to be launched post-half term.
- Scholastic vouchers to be used for purchasing new books. Miss S to discuss with Mrs Smith.

Non-uniform Days

- KM to make posters
- Agreed for end of each term:
 - 19th December
 - 27th March
 - 17th July

Second-Hand Uniform Sales

- To be held at end of each half term.
- Possible shed or storage solution discussed.
- May change name to ‘New to you’ instead of ‘Second hand uniform’.

Other Updates

- Each class to receive £25 per term budget; teachers to be reminded.
 - Danielle suggested University-linked fundraising or project grants.
 - Line to research doing teatowels again.
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7. Any Other Business

- Reminder to circulate fundraising and event communication guide.
 - Chloe and Danielle to lead winter disco team.
 - Discussion on parent engagement and increasing volunteer numbers.
 - HM and DM to join Whatsapp group
 - Miss K: Reading event good for KS1, not so much for KS2.
 - School council to be consulted about their wants/needs for whole school project.
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8. Meeting Close

The Chair thanked all attendees for their continued support and enthusiasm.
Meeting closed at approx 4.30pm.
Next AGM: Autumn term 2026.

Action List

Action	Responsible	Deadline
Remind teachers about £25 per term class budgets	Miss Khokhar	ASAP
Confirm Year 5 rep	RH	Completed
Create posters for non-uniform days	KM	Before end of term

Organise Winter Disco (date, volunteers, Santa, hall booking)	LB, DM, CB	Early December
Review date clash for May Book Fair	LB/ Miss Storey	Before end of term
Plan logo competition & banner redesign	LB	After half term
Use Scholastic vouchers for book purchases	Miss Storey	Ongoing
Research potential entertainers (film night/magic/planetarium)	Line & Danielle	Spring term
Finalise fete date and logistics	Committee	Early Spring term
