

F.O.E.S

Friends of Earith School

Registered Charity Number: 1035875

C/O Earith Primary School
School Road
Earith
Cambridgeshire
PE28 3QB

AGM Meeting Minutes

8th November 2022

Meeting held at Earith Primary School

Attended By:	Tom Abbs (Head of School), Dan Wilderspin (Chair), Phil Mudge (Treasurer), Laura Dartford (Secretary), Teresa Kell (Member), Lizzie Dowell-McGrillan (Member), Louise Miceli (Member)	Apologies	Kelly Swales (Member), Kerry Hutchins (Member), Amy Strong (Member)
		Minutes taken by:	Laura Dartford

Action Point	Title	Comments	Action	By whom
1.	<i>Chair's report</i>	Dan congratulated the team on a successful year, with many fundraising activities having taken place.	-	-
2.	<i>Treasurer's report</i>	FOES currently have just over £4,000 in the bank. The biggest earners were the danceathon and the lottery.	-	-

3.	<i>Head Teacher's comments</i>	Tom wholeheartedly praised FOES and thanked the team for providing extra opportunities and resources that will have a lasting legacy.	-	-
4.	<i>Election of officers and Trustees of the Committee (including signing the constitution)</i>	<p>Chair - Dan Wilderspin stepped down and was re-elected. Constitution signed.</p> <p>Treasurer – Phil Mudge stepped down and was re-elected. Constitution signed.</p> <p>Secretary – Laura Dartford stepped down and was re-elected. Constitution signed.</p> <p>Teresa Kell (member), Lizzie Dowell/McGrillan (member) and Louise Miceli (member) signed the constitution.</p>	<p>Remaining members who could not attend the meeting need to sign the constitution: Kelly Swales (Member), Kerry Hutchins (Member), Amy Strong (Member).</p>	Dan to arrange.
5.	<i>Future spending</i>	<p>FOES will donate £400 to each class, plus a further £400 to fund lunchtime resources.</p> <p>Swimming Pool – look at the possibility of subsidising costs.</p> <p>Optimising the use of Woodlands and outdoor learning.</p>	<p>Each class teacher to discuss with the children what they would like.</p> <p>Look into funding through JustGiving / PayPal or similar.</p> <p>Costs required for this.</p>	<p>Teachers to feed back to FOES what has been decided.</p> <p>Tom to advise the potential costs of running the pool after Christmas.</p> <p>Mrs Matthews to feed back via Tom.</p>

		Educational visits subsidised.	FOES have already subsidised the school trips for the autumn term. Possibility to subsidise further trips in the summer term.	To be discussed at a future meeting. (All)
6.	<i>Future fundraising</i>	<p>Christmas Bazaar</p> <p>Non uniform day – 25th November in exchange for donations from parents for the FOES tombola.</p> <p>Quiz night</p> <p>Bake sales</p> <p>Valentine’s Disco</p> <p>Christmas dress up</p> <p>Sponsored walk 2023</p>	<p>See separate section below.</p> <p>Tables set up outside school and donations to be collected.</p> <p>Reschedule for January, date TBC.</p> <p>1 per class per month, starting in January.</p> <p>Pencilled in for the last Friday before February half term.</p> <p>Last day of term. FOES to decide who is available to collect the donations that morning.</p> <p>To be discussed at the next meeting</p>	<p>Lizzie and Kelly, possibly Louise and Teresa</p> <p>Teresa/Tom to arrange the new date.</p> <p>Laura to create a poster, Tom to advertise in the New Year and advise which dates are appropriate.</p> <p>Tom to approve, then FOES to contact disco Dave to book. (Suggested run time from feedback after the previous disco to be 1 hour 30 minutes.)</p> <p>Volunteers required.</p>

7.	AOB	<p>Teresa suggested arranging for some of the children to visit Woodlands Care home to sing Christmas carols.</p> <p>Advertise the school lottery on social media</p> <p>Provisions for the Christmas class parties.</p> <p>FOES need a written piece to spread awareness.</p>	<p>Contact Woodlands to discuss.</p> <p>Squash and cupcakes required.</p> <p>The school website needs updating.</p>	<p>Tom</p> <p>Phil</p> <p>Dan</p> <p>Dan</p>
8.	Next meeting	Tuesday 7th March at the school, 6:45-8pm		All members
9.	<i>Special business – Christmas Bazaar planning</i>	<p>2pm access for FOES to set up. Access to stall holders from 5pm.</p> <p>FOES members available on the night: Amy - yes Louise - yes Dan - yes Lizzie – yes Teresa – no Laura – no Kerry Kelly Phil</p> <p>Teachers who can help on the night: Mr Newman Mrs Matthews Mrs J. Lawrence</p>	<p>Confirmation of which FOES members can help set up.</p> <p>Remaining members to advise whether they can help</p>	<p>All to advise.</p> <p>Kelly, Kerry, Phil</p>

		<p>Mrs Rudwick Mrs Deilli Mr Abbs</p> <p>FOES 1-100 grid</p> <p>Tablecloths/cups/plates to be purchased.</p> <p>Mulled wine/mince pies to be purchased.</p> <p>FOES lucky dip</p> <p>FOES Teddy Tombola – 3 tickets for £1. Any tickets ending in a 0 or a 5 are winners. The winner can select a teddy of their choice.</p> <p>FOES Tombola</p> <p>FOES raffle</p>	<p>Needs to be produced</p> <p>Sweets need to be purchased and bagged.</p> <p>Large box required and shredded paper.</p> <p>All donations will need numbering. Tom has suggested this can be done at the school on 29th November if necessary.</p> <p>All prizes to be set out and Tom will call the raffle on the night.</p>	<p>Lizzie</p> <p>Louise</p> <p>Amy? – to liaise with Debbie regarding the use of urns etc.</p> <p>Volunteers required – Dan to arrange.</p> <p>Phil to source.</p> <p>FOES / staff member to man the stall.</p> <p>FOES / staff member to man the stall.</p> <p>Volunteers required – Dan to arrange.</p> <p>FOES/Staff member to man the stall</p> <p>FOES / staff member to man the stall to sell tickets</p>
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		Children's hand made gifts to sell. Petty cash for all FOES/school stalls required.	To be produced in school, no input required by FOES.	Mrs Matthews/year 6 students to run this stall. Phil