

FRIENDS OF FAIRFIELD PRIMARY AGM

22nd January 2025

Item

1. Welcome and Apologies

In attendance: Hannah T, Christina, Becca, Jess, Emma, Tom G, Melissa, Hannah F, Jane, Sarah, Mrs Birkett, Charlotte, Kerri, Jackie, Sarah

2. Minutes of last AGM

- See Appendix A.

3. AGM Year Review

- See Appendix B.

4. AGM Accounts Summary

- See Appendix C.

5. Committee Roles Explanation

6. AGM Election

Becca nominated chairs Hannah F and Jess, treasurer Tom, Secretary Hannah T, Jane second for all roles.

Chairs: 11 votes for Hannah, 12 for Jess

Secretary: 12 votes Hannah

Treasurer: 12 votes Tom

7. Outdoor Shelters

Christina found company that makes shelters, to investigate re a price drop potential.

8. Activities

MPs have plans to talk in parliament, red nose day discussed and some others. No disco.

Last year did a survey. Worth doing a survey for what people want to engage with.

Pupil voice survey organised by school, which says what the children like.

9. AOB

Emma needs some signatures to transfer the charity commission registration and bank accounts.

Item

Jess and Hannah would like to step down uniform shed, additional volunteers welcome.

J&H to sort out, but someone to man the shed, can do each other Monday etc.

Additional sensory room funds for a mat (here) and a blind and additional resources. Metalcraft will donate £250 for a specific item.

10. Date of Next Meeting

5th March 2025

FRIENDS OF FAIRFIELD PRIMARY AGM

17th January 2024

Item

1. Welcome and Apologies

In attendance: Mr Gale, Emma, Jess, Christina, Sarah, Ilke, Jane, Becca, Hillary

Apologies: Val, Helen, Ali,

2. Minutes of last AGM

- See Appendix A.

3. AGM Year Review

- See Appendix B.

4. AGM Accounts Summary

- See Appendix C.

5. Committee Roles Explanation

6. AGM Election

Jane Goode nominated Becca for Chair, Ilke seconded
Sarah nominated Jane Goode for Secretary, Christina seconded
Jess nominated Emma Clark, Becca seconded

All candidates were elected into the roles.

7. Sensory Room Update

Ready for match funding from Jacobs, unsure about whether it will accept the grants as fundraising etc. New private donation coming in.

Enquiries coming in about booking it.

Hard to advertise it as unknown how long it was going to take.

Going for a turnkey approach, three contractors providing quotes.

8. Reading Realm Update

Almost 12k, Chris Steele to see if school funds could top up, some private donations.

9. Valentine's Disco

Wed 7th Feb. Usual slots. Jane to lead.

10. Bingo / Quiz night

Item

Christina and Ilke to lead this.
120-140 capacity in the hall.
2 sessions on a Friday, one family, one adult.

11. AOB

Reading café, PTA in the past have helped out at each slot with tea and coffee.
Will send message out to wider list of people.

World book day swap.

Next project – the school field, sports development, aim to store kit in the field permanently.

12. Date of Next Meeting

28th February 2024

Appendix B – Annual Summary

Overview:

Explain:

- We are a registered charity.
- Need to adhere to the law and keep account of the actions we take and things that we do.
- Each year we hold an annual general meeting where we review the past year, hear a summary of our accounts, and elect a charity committee, which consists of our chair, secretary, and treasurer.

Last Year's Minutes

- Read and confirmed.

2021-25:

Throughout my time as chair of Friends of Fairfield Primary we have had a rollercoaster ride. Covid, cost-of-living and energy crisis.

Through all of this I am pleased to say that we have been able to continue to support the school, through fundraising and volunteering.

Funding focus:

This year our funding focus has continued to be our two large projects: two main aims.

- Reading Realm – school lead funding for an outdoor classroom, which is dedicated to literacy, imagination, reading and storytelling. We reached our target of £14,000 for this in Spring and the Reading Realm was built and installed in May half term. It was lovely to see photos of classes using this in the summer term, and as the temperature warms up and spring returns, it would be great this being used more.
- Sensory Hub – This project was started in spring '23 by parents Jason and Helen, to develop a Sensory Hub in a vacant room in the school. Specifically designed safe space for children with sensory needs. We have been able to support this project by applying for funding, managing the accounts, holding fundraising events. We raised over £13,000. This has been in used since the end of November and it's a delight to see it used. We look forward to its launch in the near future.

In addition, we also we able to fund

- School Christmas presents - restocked playground cupboards with playtime toys
- Year 6 leavers gifts and party

Donations and Fundraising:

We are pleased to have received donations from various locations over the course of the year:

- Private personal donations

- Round Table
- Stan Palmers
- Christina Jones - Marathon

Weekly / Regular

Each week Jess and Hannah have managed our uniform store (and Ilke until spring). This tremendous effort has provided hundreds of items of uniform to Fairfield pupils. Once again excess has been donated to local clothing banks and to Uganda, Africa.

Thank you both for your hard work and dedication. It makes a huge difference to the school pupils and families.

Events and Activities:

- Disco
- Family Quiz
- Supported School Picnic
- Face Painting
- Bake Off
- Christmas Fayre

Once again, we have tried to be productive, without overwhelming the school community with requests for help or activities. At the most 1 event per half term. Applying directly or making specific requests for funding has taken some of the time burden off volunteers, and has meant that we could do fun things with the school as well.

Summery:

Being chair for the past 3 years, and being on the committee for 5 years has been a privilege. I have loved having the opportunity to support the school where my children are happy and safe and to raise money to contribute to making school a good experience for so many children.

I am delighted that we have a team who care so much and want to keep the charity going. I look forward to seeing what new shape it takes and being able to support it in new ways.

Appendix C – Accounts Summary

Friends of Fairfield Account Update 22/01/2025

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|---|-------------------|
| Balance Brought Forward September 2024: | £13,453.11 |
|---|-------------------|

| Income | |
|-----------------------------------|------------------|
| Item | Amount |
| Allerdale Lottery | £254.50 |
| Uniform Sales | £260.97 |
| Jason Roberts Just Giving Funds | £1,937.00 |
| Payment in of historic cash float | £35.00 |
| Christmas Fair Sales | £2,597.59 |
| Christmas Show Donations | £287.39 |
| Total Income | £5,372.45 |

| Expenditure: | |
|--|-------------------|
| Item | Amount |
| Christmas Fair Purchases | £225.15 |
| Sensory Room Invoice | £12,102.21 |
| Christmas Toy Purchase | £499.60 |
| Bank Charges | £12.00 |
| Parent Kind Renewal | £162.00 |
| Total Expenditure | £13,000.96 |
| Current Balance | £5,824.60 |
| Dedicated Sensory Room Funding: | £993.32 |
| PTA Funds: | £4,831.28 |