

# Friends of Oakfield Academy (Fundraisers)

Registered Charity No 1027270



## ANNUAL GENERAL MEETING MINUTES

Tuesday 5<sup>th</sup> March 2024 - The Royal Oak, FROME (5pm)

Present:- Emma Wilkes, Emma Thomas, Katy Newland, Alison Lockyear, Tammy Davel, Chloe Crowther, Sue Webb, Tessa Peplar and Suzy Cristinace

### **1. Apologies for absence**

Sian Manville, Yvette Broderick, Pip Nightingale, Tina Jones  
(via WhatsApp: Lucy Rollins, Elanor Steel and Louise Bastable).

### **2. Minutes of the Annual General Meeting held on 15/02/22**

Minutes were accepted and agreed.

### **3. Matters arising from the Minutes**

There were no matters arising from these Minutes.

### **4. Treasurer's Report for the year ending August 2023**

The meeting went through income and expenditure for 22/23. The balance in the bank is £5,878.96.

### **5. Election of Officers**

**President** – Emma Wilkes, **Chair** – Katy Newland, **Treasurer** – Tessa Pepler.

## **6. Agree income and expenditure to be reported annually to Charities Commission**

This can be reported by either EW/KN/TP.

## **7. Date of next Friends meeting**

30<sup>th</sup> April, 5pm for 5.30pm at The Royal Oak.

### **Next AGM 4<sup>th</sup> March 2025**

#### **FUTURE EVENTS**

**School production** – 20<sup>th</sup> March 2024, EW will produce a Poll to confirm who will:- Set Up / Interval Refreshments / Pack Down.

**Bingo** – 22<sup>nd</sup> March 2024 – TP will complete a stock take and produce a shopping list, which AL agreed to purchase.

TP/SC will meet to check the 'sum-up system' which is the card payment system which may be used at the Bingo.

EW will produce another Poll to confirm who will:- Set Up (between 5-6pm) / Interval Refreshments / Pack Down.

It was also agreed who will be creating Full House Hampers – request was made that no cellophane was to be used with these.

Easter Eggs will also be purchased to use as 'booby prizes' and line prizes for children.

**Cake Sales** – ACORNS Cake Sales will again take place – dates tbc.

**Uniform Sales** – These will be arranged to after each half term holiday. Donations to be requested and sorted during the first half of each 3 terms.

**How to spend money raised** – Friends will finance new books for Year 4s joining Year 5 in September.

Support was again agreed where possible for trips.

**Ready for next meeting** – EW will notify staff that they can submit a request for funding a project, and ET will notify Academy Council they can also make a request.

**Dawn Warren** – will remain the point of communication between Academy and Friends.

MEETING CLOSED 6.10pm.