

Friends of Kilmore Annual General Meeting Minutes, 16th October, 2014.

1. Welcome and apologies

Charlotte opened the meeting.

Apologies received from Eva.

A huge thank you was given to Leana Bannister for all the hard work she has put in over the last year as Deputy Chair.

2. Trustees Report

Charlotte went through the objectives and activities on the report. The main points of interest were:

- £150 allocated per class for trips or workshops
- Netting for the sports cages which cost £4788

Main achievements highlighted for last year were:

- The PR that the Christmas and Summer Fairs give to the school
- Children enjoyed the teachers running games at the fairs
- New event, the table top sale was a success and will be repeated next spring
- Quiz and curry night was popular with parents and another one will be held in the new year
- Film night did not run very smoothly and would need to be done very differently in order to be run again
- Need to convey to parents that every minute they can give us helps

3. Treasurer's Report

This was given by Jane. The accounts need to be audited and Jane put forward Voluntary Action Lewisham to do this, this was unanimously voted for by those present.

There is a net deficit on the accounts but this is due to the large expenditure for the netting for the sports cages.

Liz gave a reminder that all teachers requests should be given to her to approve before we fund them as it may be more appropriate to fund some of them from the school budget. This is our current policy.

Jane gave a reminder that events need to raise funds, we need to carefully balance accessibility for all with meeting our commitment to raise money for the school.

4. Election of Committee

Liz Stone the Head teacher of the school over-saw the election process.

Chair: Charlotte Little was duly elected.

Deputy Chair: Emily Hillier was duly elected.

Treasurer: Jane Toussaint was duly elected.

Deputy Treasurer: Shayala McRae kindly volunteered to assist Jane in her role and was duly elected to the new role of Deputy Treasurer.

Secretary: Sarah Robinson was duly elected.

5. New Constitution

Sarah spoke about the new constitution. The current constitution is out of date. The new constitution is the latest one recommended by PTA-UK. The main changes are that the committee only has to be formed of 2 elected members, giving more flexibility to how we form a committee. The other change is the addition of section 9.2 which allows a committee member to sell goods to the PTA as long as the proper process is followed.

The new constitution was voted for by those present. The new constitution was signed by the chair at the meeting and countersigned by Sarah Robinson. Jane will send this to the Charity Commission.

6. Autumn Discos

These need to be organised differently due to the increasing size of the school.

- Nursery and Reception will have an entertainer come into school during school hours; this will be supervised by the school.
- Key Stage 1 (Yr. 1 & 2) will have a disco at the school on Friday 7th November from 4.30pm to 6pm. Parents/carers will need to supervise their own children at this event.
- Key Stage 2 (Yr. 3 & above) will have a disco on the same night but from 7pm to 8.30pm. This event will be just for children and will be supervised by staff from the school with the support of a small number of FOK volunteers. Tickets for this event will be pre-sold and limited to 200. Children will have to be signed in and out. Parents will not be able to stay unless they are helping due to the limited capacity of the hall.

Concerns were expressed about the drop-off nature of the Key Stage 2 disco but Liz gave reassurances that she had sufficient staff available to supervise and in fact this will be a higher ratio than during the school day.

We will need volunteers to pre-sell tickets for the discos on the week leading up to the event. No tickets will be available on the door and no children from outside the school can attend.

The theme for the discos will be fireworks. The Year 6 children will be selling mocktails again. There will also be face paints and glow sticks. Jan and her fabulous art club will be decorating the hall.

7. Christmas Fair

This will take place on Saturday 6th December from 2pm to 5pm.

The theme will be a vintage handmade Christmas.

Jill has kindly offered to organise the Kilmore Craft Stall again. She needs ideas of things that can be made at craft evenings and volunteers of people to help.

Randolph has kindly agreed to be Santa and is going to do timed story-telling slots, with two different stories for the older and younger children.

We are looking at the cost of hiring a carousel. If anyone has a business who would like to help us out with sponsorship for this that would be appreciated.

Benjamin Matthews has kindly offered to display his estate agent boards to advertise the event again and to support us with sponsorship.

Suggestions for the children's craft table were making hats; decorating baubles; making paper chains.

Suggested that we have roasted chestnuts.

8. Any other business

- MacMillan coffee morning raised approximately £440, thank you to everyone who supported this event.
- Need to find ways to get more parents involved.
- Parent Voice meeting will be on Thursday 13th November.

Next Friends of Kilmore meeting will be on Wednesday 5th November after morning drop off in the community room.