

Friends of Kilmorie AGM 21st September 2016

Welcome and Annual Report 2015-16

Charlotte Little (outgoing Chair) welcomed everyone to the meeting. Charlotte was stepping down as Chair as she has left the school and moved to a new area, she was thanked for all her hard work with Friends of Kilmorie.

Charlotte introduced our aims and outlined some items we have financed for the school in the past year. This included £150 for each class towards the cost of school trips, a new lighting rig for the main hall, t-shirts for the KS2 Choir, and three interactive whiteboards for the classrooms at £3,000 each.

Liz Stone (Headteacher) explained that the whiteboards are being rolled out across the school, to each classroom, with the worst-performing of the previous style of whiteboard being replaced first. By purchasing three boards we have speeded the process up. Teachers rely on the whiteboards every day and the new ones make a huge difference to the children's learning.

Charlotte also explained that not everything we do is about making money – it is also important that events are community events for everyone to enjoy. Therefore we help at school events such as the Early Years Garden Party, and run social events such as the Christmas and Summer fairs, and Quiz & Curry night.

We also hold cake sales, raising money for the school and for other good causes. Last year we donated over £500 to Macmillan Cancer Support, and £200 to St Christopher's Hospice from a cake sale in memory of Colette Smith, a teacher who had worked at the school.

Charlotte explained that everyone at Kilmorie is part of a bigger community, and the Friends raise extra funds the school wouldn't otherwise have. Parents and teachers are all automatically part of the Friends of Kilmorie, and we keep people informed of what's going on via Facebook, Twitter, emails, and newsletters. People should contact us with any ideas they have, at any time.

Liz said that we are a key part of the school, and a real strength. The fantastic fundraising efforts make a real difference, and the social events have built a great sense of community.

Finance Report 2015-16

Rob King (Treasurer) explained that at the beginning of the previous school year the bank balance was £18,900 and it was agreed at the last AGM that we would reduce this by spending some money on the school.

Rob and Charlotte met with Liz and Julia (School Business Manager) during the year to ask them what they wanted, and it was agreed we would buy the whiteboards for £9000. We also agreed to pay for the school trips in one lump sum rather than asking each class to claim for their £150.

Profit from the large events was in line with last year's events. We over bought stock for the disco last November, which we can sell at this year's disco. We took less at the Christmas

Fair compared with the previous year, which was put down to the poor weather that meant it had to be held indoors. We also spent more on stock (e.g. renewing the Santa suits).

Quiz night made £200 more than the previous year, and was very well attended. It never makes a large profit as we do not make any money on the food (and don't charge more for it as we want to keep the ticket price low), but it is a fun social event for parents and staff.

We made a loss at the Autumn disco, due to over ordering of stock for the children (such as glowsticks). We also paid for an entertainer to visit the Nursery and Reception children in school time, and did not charge parents for this, which was included in the loss.

It was pointed out that there seems to be a lot for the children to buy at the disco compared with previous years, and families can find it difficult sending several children to the disco with enough money to buy what they want.

Leela Garton (previous year's Secretary, new Chair) pointed out that we would hold a planning meeting about the disco soon, and will take all comments on board.

We spent more than the previous year on the Summer BBQ, but also raised more, with around £70 more profit than the previous year.

Charlotte pointed out that the figures are still in draft as they are being double checked, but they shouldn't change much in the final report.

Rob thanked Benjamin Matthews Estate Agents for sponsoring the Christmas Fair and the Summer BBQ. Ben is a Kilmorie dad as well as a local independent estate agent. For the Christmas Fair he donated a flat £500 of sponsorship for putting up boards. For the Summer BBQ he agreed to donate £15 for each board put up advertising the event, which raised £660. The Friends and Ben were both happier with this arrangement as more boards went up, and Rob noted that Ben would be thanked in our next newsletter for his generosity.

It was pointed out that Ben's sponsorship should show on the report as a separate figure, to encourage other businesses to think about sponsorship, which Rob agreed to.

During the last year we introduced a new stock taking system to ensure we don't under or over order for events. We also set up a more formalised system for spending money, with all PTA members having to approve spending via a Whatsapp group. We also decided to reduce thank you gifts to a minimum and send people who help throughout the year cards instead. Finally, we purchased our own safe, rather than using the school's safe.

In the coming year we plan to further reduce costs, ensure money raised is paid into the bank more promptly after events, and we will ask PTA committee members to itemise receipts to help with a more sophisticated cost analysis. We will also ensure the accounts are completed promptly after large events.

We will keep parents informed as to what we're raising money for, so that when people attend events they know how they are helping the school.

Charlotte thanked the committee members for doing a great job, as five members had been new to the committee so it was their first year in role.

Election of new committee

The following were unanimously elected to the committee:

Chair:	Leela Garton (nominated by Pete Bulley and Emily Hillier)
Deputy Chair:	Pete Bulley (nominated by Sam Grey and Leela Garton) Lily Gogan (nominated by Charlotte Little and Jane Douglas) Emily Hillier (nominated by Charlotte Little and Shayala MacRae)
Treasurer:	Rob King (nominated by Jane Toussaint and Shayala MacRae)
Deputy Treasurer:	Eleanor Brown (nominated by Emily Hillier and Shayala MacRae)
Secretary:	Trish Hartnett (nominated by Charlotte Little and Jane Douglas)

Year ahead

Leela Garton (Chair) said we will cut back on spending, keep financial records up to date after each event, and ask for feedback after events. We will outline what we spend and make at each event before the AGM. We will also have feedback forms at coffee mornings, asking people what skills they have and how they might be able to help.

Upcoming events:

22nd September 9 a.m. – Coffee Morning for all Nursery & Reception parents.

30th September 9 a.m. – Macmillan Coffee Morning. A representative from Macmillan Cancer Support will be at the event, and we should be able to spill out into the playground as long as everyone is back inside by 10.15 when the children go out to play.

11th November – disco. Times tbc.

There will also be an event for N&R in that week, Leela will discuss with Emanuela.

10th December – Christmas Fair. Times tbc, but it will be in the afternoon.

Upcoming Friends of Kilmorie meeting – all welcome

7th October 9 a.m. – Coffee Morning, to discuss how having year reps might work.

Leela added we would have an Arts & Events Committee and would be asking for volunteers to join it. They could pick themes for the events, decorate the school, run our craft stall, and take charge of the musical and theatrical side of things at events.

We discussed how to get more parents involved in helping with events, we need to make it clear that by helping people are helping their school, and their child – they are not helping the committee. We could also sign more people up to emails in the playground.