

Friends of St Mark's AGM Minutes

Tuesday 14th September 2021

Zoom ID: 885 2832 6389

Passcode: 126304

Apologies

Cheryl Stoneham

Attendees

Charles Applegate – Head Teacher

Cherie Parker – Chair

Mandy Mullen – Treasurer

Emma Bryant – Secretary

Helen Cockburn – President

Philippa Dodd

Nicky Fisher

Claire Emery

Jenny Little

Jessica Fisher-Moore

Paul Cartwright

Liz Malunguza

'Denbok'

The Friends of St Mark's secretary Emma Bryant officially opened the meeting at 7:34 pm and welcomed all attendees.

Chair Report – Cherie Parker

The following report has been prepared for 14th September 2021 for the Annual General Meeting. The report outlines the work undertaken by the Friends in the last year and the plans.

Changes to the Committee: -

We have 3 people stepping down from the committee this year. Carmina, Ginette and Caroline. I would like to thank them for all they have done during their time.

In Spring Clare Morton, who has been running, organising, and delivering the nearly new uniform sales, will sadly be stepping down and Cheryl Stoneman will kindly be taking over this role for FOSM.

I want to say a massive thank you to Clare for many, many years of help and commitment to the PTA. You have raised so much money for the school and have helped hundreds of families in the community.

I am sure you will all join me in Spring to say farewell and thank Clare for all the hard work during her time on the committee.

We would like to welcome Jenny Little and Jessica Fisher-Moore to the FOSM committee. They are already supplying great ideas and helping at events at the end of the last school year.

I would also like to say a huge thank you to Charles, the teachers, and the office staff for being a massive support to us through yet another tough year. Charles's unwavering support has helped us reach goals that we dared to dream of during the last school year. We look forward to working with him and all the other staff members again.

School Year 2020/21

The Friends have continued to support the school financially in the last year. The school year 2020/21 was as successful as it could be for the Friends of St Mark's Committee.

Fund raising events we ran in the school year 2020/21:

- Car Washes
- Non-Uniform days
- Simba Coat Competition
- Sponsored Simba Coat
- Easy Fund raising
- Beat the Teacher for Sports day

- Christmas Cards
- Nearly new uniform
- School Lottery
- Amazon Smile
- Easter Scavenger hunt
- Autumn Scavenger hunt
- Interactive Christmas Party
- Bags 2 School
- Interactive Summer Party
- Mr A in the Stocks
- Summer Raffle
- Teddy Jumper Sale to the Yr 6's

We will and are starting to look at other new opportunities to help support the school financially.

Other work carried out by the committee includes the Christmas crackers for the Christmas Party lunch in December, continuing to build relationships with companies such as Sainsbury's who have again supported us this year, but also starting to build new relationships with Asda. Philippa Dodd has done an amazing job at this and sourcing items for the summer raffle along with Carmina and Ginette.

We will again provide the year R's water bottles for the new intake of children.

Due to Covid-19 the Yr6's annual residential trip to windmill hill was cancelled but we were able to provide them with the same sum of money it would have cost for the coaches, for them to put towards an activity week. This week consisted of a trip to Chessington, an inflatables day, a trip to Fairthorne Manor, a glass workshop and they also had a sleepover in the school.

Helen Coburn contacted an ex-pupil of St Marks, who is now a successful professional footballer playing for Bournemouth, to ask for a grant to supply the school with some new updated sports equipment to enrich the children's P.E experiences in primary school. We were successfully given a large sum of money and have purchased items. We thank Dominic Solanke for his grant to update the sports equipment.

For Autumn 2021 we have already started investigating and planning.
A Car wash for around the beginning of October, Christmas cards and candles.

As Mandy our treasurer will go into more detail in a moment, I can officially say that our Target of £30,000 at the start of the last school year seemed like a daunting amount but... we did it!!

Lastly, I would like to thank everyone who has supported us in a volunteer capacity this year, they have been a huge support and without them our events cannot take place. This mainly

is aimed at the school staff who gave up their time to help us wash cars and Dave our “host with the most” who put together the Christmas and summer parties that ALL the children loved! Thank you so much for this Dave and I hope we can work together again.

This has been THE most successful school year for Friends of St Marks to date, even though we haven’t been able to still operate to our full potential. I hope you all will continue to help the school and keep the amazing community spirit going during these challenging times.

Finally, I want to say that this will be my last year on the committee. I feel after 7 years of commitment and dedication to Friends of St Marks it is now the time for me to concentrate more on myself and my family.

Treasurer’s Report – End of year 2020-21 – Mandy Mullen

This report is based on the financial year ending 31st August 2021.

I took over as Treasurer at the last AGM in September 2020. The accounts were officially handed over to me on 6th October 2020.

We voted at the last AGM to support the school to recoup additional spending bought about by Covid-19. The losses were estimated by Mr Applegate to be approximately £30,000, so we challenged ourselves with this target. £30,000 is a phenomenal amount of money, and I never thought it would be possible, but as Cher has reported, we have achieved this target. I am amazed and cannot thank everyone enough. Every contribution, however big or small, whether it has been through volunteering, donating or taking part in our activities makes what we do possible and means so much to the school and your children.

Covid restrictions meant that many of the normal activities, such as the Christmas and Summer fayres were not able to take place. We had to look for other opportunities to fundraise and come up with new activities that would be fun, increase our income and be Covid safe. I would like to take this opportunity to thank Vicky Elms for applying for (and being successful with) a number of different grants; Dave Payne for delivering the Christmas and Summer parties; Dominic Solanke (Bournemouth football player and ex-St Marks pupil) for the grant for sports equipment and of course Mr Applegate for allowing us to try new things and putting himself in the stocks.

We started new ongoing activities that have proved to be profitable with little effort to maintain them. These includes Your School Lottery, AmazonSmile and Easy Fundraising.

We have had a huge number of donations from families and friends of the school, I would like to extend my heartfelt thanks to all of you.

Last year's fundraising wouldn't have been possible without the hard work and commitment of Cher Parker and Emma Bryant. The dedication of a handful of committee members was second to none and the car wash, Bags2School and Easter Egg Hunt wouldn't have been possible without you... thank you.

The income and expenditure for each event in both our bank account and petty cash is in the appendix of this report, which will be shared with the AGM minutes, but for the purposes of the AGM I will just highlight the profits made from each activity are detailed below.

Item	Amount Raised
Car Wash (x3)	£1407.91
Donations from friends and family (incl. Just Giving)	£1544.19
Nearly New Sales	£557.30
Grants (incl. employee fund matching)	£6031.75
Your School Lottery	£2714.10
Autumn Scavenger Hunt	£370.70
AmazonSmile	£671.02
Non-uniform/Party Days	£4012.58
Simba raffle and coat competition	£307.00
Sponsored walk	£7548.08
Christmas cards	£1305.85
Easy Fundraising	£182.92
Easter Egg Hunt	£212.74
Bags 2 School	£454.80
Mr Applegate stocks	£669.42
Sports Day Sponsorship	£2858.57
Raffle	£2540.00
Year 6 Teddy Jumpers	£47.00
Misc.	£10
<u>TOTAL</u>	<u>£33,445.93</u>

We have had a number of requests for funds from school and the vast majority of these were accepted by the committee.

Donations made to school are as follows:

Date	Reason	Amount
Oct 20	Mats for classroom sink areas	£160.00
Nov 20	First aid supplies (grant funded)	£700.00
Dec 20	Covid related costs	£4,739.35
Mar 21	Covid related costs	£7,500.00
Mar 21	Chromebook donation	£2,290.00
Jul 21	Year 6 Coaches	£1,990.00

There are still some items that we have committed to paying which are awaiting payment. These are from 2 restricted grants which have already been received and so need to be added to the spending total. These to payments total around £3500 for sports equipment and books.

Bank Account (Please see attachment for details)

Opening Balance	£7282.16
Income	£34591.69
Expenditure	£22048.65
Closing Balance	£19825.20

Petty Cash

Opening Balance	£557.81
Income	£416.00
Expenditure	£406.87
Closing Balance	£566.94

Monies need to be set aside to fund Year 6 Windmill Hill coaches, Year R water bottles and costs for activities throughout the year.

Due to the sheer volume of monies raised this year we need to be audited and submit a tax return. I will be asking if there is a parent who is a Chartered Accountant who would be willing and able to take this on for us.

I have very much enjoyed being treasurer this year. I am now entering my sixth year as a FoSM member and this will be my last year, I will be stepping down from the committee at next year's AGM.

Election of Official Committee Roles

As of this point Cher Parker, Mandy Mullen and Emma Bryant have all stepped down from their official positions.

Nominations for Chair – Cherie Parker

Proposed by – Nicky Fisher and seconded by Mandy Mullen

Nominations for Treasurer – Mandy Mullen

Proposed by – Nicky Fisher and seconded by Philippa Dodd

Nominations for Secretary – Emma Bryant

Proposed by Cher Parker and seconded by Jenny Little

Nominations for Vice Chair – Philippa Dodd

Proposed by Mandy Mullen and seconded by Cher Parker

Paul Cartwright nominated to join the committee (*proposed by Emma Bryant and seconded by Mandy Mullen*)

Emma Bryant confirmed additional roles within the committee that require filling.

Committee Jobs

- 1. Social media/marketing Promoter** - Nomination – Jenny Little (*proposed by Cher Parker and seconded by Mandy Mullen*)
- 2. Bags to school coordinator** - Nomination – Philippa Dodd (*proposed by Mandy Mullen and seconded by Emma Bryant*)
- 3. Supermarket liaison** - Nomination – Philippa Dodd (*proposed by Claire Emery and seconded by Emma Bryant*)

4. **Grants Manager** (applying for local and national community)
Nomination – No nominations
5. **Fundraising executive** - Nomination – Paul Cartwright (*proposed by Cher Parker and seconded by Emma Bryant*)
6. **Raffle ticket coordinator** - Nomination – Philippa Dodd (*proposed by Emma Bryant and seconded by Mandy Mullen*)
7. **Nearly New Uniform coordinator (due to Clare Morton stepping down in Spring 2022)** – Nomination - Cheryl Stoneman (*proposed by Cher Parker and seconded by Mandy Mullen*)

The AGM has now come to an end.