

Friends of Yaxham School AGM Meeting
07 November 2022
Agenda

1. Chair Welcome
2. Confirm minutes from Last AGM (24 January 2022)
3. Accounts & Treasurer's Report for 21/22
4. Chairman's Report for 21/22
5. Elect and appoint new Committee
6. Appointments
 - Chairman
 - Vice Chair
 - Treasurer
 - Secretary
7. AOB (notified in advance)

Friends of Yaxham School Annual General Meeting
24 January 2022 @ 19.00
Minutes

1. Committee Members In Attendance

Ralph Burton – Secretary
Vicky Cooper

All other committee members had resigned prior to the meeting.

2. Also in Attendance

Jennie Muller
Charlene Harvey
Kath Downes
Kate Mitchell
Jo Kett
Caroline Cox
Chris Cox
Karly Gray
Melissa Hosier
Michelle Parnell
Susan Robinson

Everyone was thanked for attending the meeting.

3. Apologies

None.

4. Chairman's Report for 20/21

Not available – although it was noted that there had been limited activity of the committee due to Covid.

5. Treasurer's Report for 20/21

Outgoing Treasurer presented their report.

For the year ending 31 October 2021 – there was a balance of £4,266.47.

Accruals for previously agreed funding requests had been removed due to the Covid impact with new requests required.

6. Dissolve the Committee

The current committee was dissolved.

7. Appoint new Committee

Of those attending the meeting the following volunteered as new committee members and were appointed:

- Vicky Cooper
- Ralph Burton
- Jennie Muller
- Charlene Harvey
- Kath Downes
- Kate Mitchell

- Jo Kett
- Caroline Cox
- Chris Cox
- Karly Gray
- Melissa Hosier
- Michelle Parnell
- Susan Robinson

8. Appointments

Chairman

Ralph Burton nominated Kath Downs and Vicky Cooper as joint chairman which was seconded by Michelle Parnell.

Vice Chairman

There were no nominations.

Treasurer

Susan Robinson nominated Chris Cox which was seconded by Kath Downes.

Secretary

Vicky Cooper nominated Ralph Burton which was seconded by Kath Downes.

The AGM was closed

FOYS – Chair report.

January 2022 – November 2022

Welcome everyone and a big THANK YOU.

As you know the last few years have been turbulent for many of us, including small groups like our FRIENDS. Vicky and I took over as joint chair in Jan 2022, and what a few months it has been.

Starting off with many Thank You's, as everyone must know by now the FOYS is ran by parents who give up their time to help out and organise fundraising and events for the school. We are always looking for new and fun events and ideas. I would like to thank our fantastic volunteers. We are out of the covid 19 restrictions and getting back to lots of fun and more normal activities.

Our 'Treasures', you know who you are, have done a fab job with book keeping and the ongoing banking – THANK YOU. We have maintained our funds as you will see from that report. It really is a thankless job, but the whole of the committee and I know the school really benefit from this. Thank you.

Our Secretary – THANK YOU! It's taken me around an hr to get to this point of typing, your note taking is impeccable.

Our Committee – THANK YOU!

There are many positives from this year, I know the children have hugely benefitted, some of the fun things have included, residentials, quiz nights, discos, mother and father day treats, and leavers goodies. There are many more I know... It amazed me how the team can organise pretty much anything and get donations!

Some of the FOYS are made up of Y6 parents whose children will be moving up to the next stage of their education, so inevitably we lose some experienced members, so it is important we are able to pass on the knowledge to each new committee, whilst supporting them as they become established. As part of the AGM we will be discussing role changes and will be encouraging you to consider joining. It is a great way to not only get involved within the school and have precious time with our children within their education. Something that I have really enjoyed with both my children within Yaxham School.

As my youngest son will be leaving Yaxham, I am stepping down as joint chair, but will remain on the friends to continue to support until July '23. I would like to thank you past and current members for your support and friendship. It's brilliant to know so many of you that live so close to me and be part of school and village life. It has been fun! My Daughter started Yaxham in 2013, so my 10yrs of Yaxham School will be missed.

Thank you for listening, I will now handover to our Treasure for the financial report.

Finance Report for Year Ending 31st October 2022

Headlines:

- Commenced the year with funds of £4923.24
- Finished the year with funds of £4240.60
- Net decrease of £682.64
- Raised income of £4330.82
- Contributed £4166.35 to the school
- Spent £1097.11 to raise the income, biggest expenditure was the quiz night at £445.40

What was spent on the school:

Rugs	£795.00
Litter pickers	£47.64
Whitwell	£487.86
Science Equipment	£219.43
Hautbois trip	£183.20
Leavers 22	£500.00
yr5-6 residential	£983.20
Jubilee Bookmarks	£184.00
Leavers 21 (remainder owed from previous year)	£97.50
Reading Books	£357.00
Hippodrome Bus	£311.52

Summary:

The committee, the parents and the school in 2021/22 did a fantastic job of raising a total net income of 3233.71 before contributing items for the school.

The main income generator was the school lottery (net income £933.80). However, this lower than last years income by £190.99.

As we move forward the bank accounts are being updated to online banking to begin to phase out the outdated cheque issuing and paper bank statements.

All of us contribute our time and effort free of charge and we should be very proud of what has been achieved this year.

Going forward into 2022/23, there is a solid balance of cash that can be invested into the school to benefit of all the pupils.

We would like to thank Michelle for all the work she has done as Treasurer and for the excellent quality of the handover.

Summary of Accounts for Friends of Yaxham School- Year Ending 31/10/2022

Balance Brought Forward as at 1st November 2021 4,923.24

Adjusted Balance 4,923.24

Income - Friends

Winter Disco	234.24	
Nativity Play Raffles	53.00	
Book Table	779.32	
Sports Day - Ice Creams	85.50	
Mothers day	103.00	
Fathers Day	34.00	
Summer Play Raffles	133.70	
End of term raffle/sale	53.80	
200 Club	24.00	
Jubilee Disco	191.00	
Easy Fundraising	15.38	
xmas cards	95.93	
Non uniform	110.75	4,330.82
bag2school	216.00	9,254.06
Lottery	933.80	
Quiz	970.20	
Produce Show	297.20	

Expenditure for School

Rugs	£795.00	
Litter pickers	£47.64	
Whitwell	£487.86	
Science Equipment	£219.43	
Hautbois trip	£183.20	4,166.35
Leavers	£500.00	
yr5-6 residential	£983.20	
Jubilee Bookmarks	184.00	
Leavers 21	97.50	
Reading Books	357.00	
Hippodrome	311.52	

Other Expenditure

Winter Disco	146.53	
xmas party	110.48	
Mothers Day	60.00	
Easter	0.00	
Jubilee Disco	146.09	
Fathers Day	22.61	
Lottery	0.00	
Sports Day - Ice Creams	49.00	
Fete	0.00	
200 Club	0.00	
PTA Membership	77.00	
Gambling Act Fee	40.00	1,097.11
Other	0.00	
Quiz	445.40	

Balance Carried Forward as at 31st October 2022 3,990.60

Represented by:-

Balance in NatWest A/C today	5,496.32
Balance in Lloyds A/C today	246.00
Petty Cash today	150.00
	5,892.32

Cheques - that will clear in 2022/23 Financial Year -1,651.72

Funds available 4,240.60

Friends of Yaxham School AGM Meeting

07 November 2022

Minutes

1. **Welcome**

The chair welcomed everyone to the AGM and thank them for giving their time.

2. **Confirm minutes from Last AGM (22 January 2022)**

The minutes were confirmed.

3. **Chairman's Report for 21/22**

The chair (Kath) presented her report on the activity for the year. Kath also wholeheartedly thanked all the committee members for their support and help over the last year with the activities that had been undertaken. Kath also specifically thanked the Treasurer for undertaking that role noting that it was not an easy role to fulfil and also the secretary.

4. **Accounts & Treasurer's Report for 21/22**

The incoming Treasurer (Chris) presented the report from the outgoing Treasurer. The FOYS had done well in the previous year to raise income of £4,330 and making contributions of £4,166 to the school.

Chris explained that the bank account had three current (and intended future) committee members as signatories and the next task was to transfer to online banking, preferably with no fees.

Chris explained that the Lottery was a good source of income and more uptake would be beneficial. Chris thanked the outgoing Treasurer (Michelle Parnell) for looking after the accounts and doing a good handover.

There were two queries regarding where the Aviva income was and the expenditure costs for the Fathers Day supplier (Jo) who had not received her costs. There was also a query regarding the cost of the Mother's Day gifts as sponsorship had been received to cover these costs. Chris took actions to check these queries.

5. **Elect and appoint new Committee**

As the meeting was not quorate (because there was not twice the number of committee members present), the committee was dissolved.

Of those attending the meeting the following volunteered to act as committee members and were appointed as committee members:

- Vicky Cooper
- Ralph Burton
- Jennie Muller
- Charlene Harvey
- Kath Downes
- Jo Kett
- Caroline Cox
- Chris Cox
- Karly Gray

- Melissa Hosier
- Steve Gray
- Sarah Wicks
- Joanne Green

Susan Robinson had also volunteered to be a committee member although not present at the meeting.

6. Appointments

Chairman

Kath Downes nominated Vicky Cooper which was seconded by Ralph Burton.

Vice Chairman

Vicky Cooper nominated Karly Gray which was seconded by Ralph Burton.

Treasurer

Ralph Burton nominated Chris Cox which was seconded by Kath Downes.

Secretary

Vicky Cooper nominated Ralph Burton which was seconded by Kath Downes.

7. AOB (notified in advance)

None