**ANNUAL GENERAL MEETING**

**MINUTES**

**Thursday, 15th October 2020**

**20:00 – 20:40**

**By Zoom Link**

ATTENDEES: Vanessa Ryan (Chair); Jan Cooke (Treasurer); Davinia Wake (Secretary); Alison Jones; Olivia Carapanagiotu; Jo Todhunter; Trish Bennet; Aileen McCarthy; Jen Coleman; Peg Bentley; Rachael Brookfield; Joe McNulty;

APOLOGIES: Kim Miller; Dawn Roberts

1. **Welcome**

Vanessa Ryan welcomed all Attendees to The Friends of Norwood Annual General Meeting. Unfortunately, due to a technological glitch 2 Attendees were unable to join the meeting, our sincerest apologies are extended to them for this.

1. **Chairperson’s Report by Vanessa Ryan**

Welcome to our AGM and thank you for attending.

My name is Vanessa Ryan and I am the current chair of Friends of Norwood. Jan Cooke is our Treasurer and Davinia Wake is our Secretary.

The object of our PTA is to raise funds to pay for things that don’t come out of the school budget thereby enhancing school life for the pupils of Norwood Primary.

We meet again, today, to celebrate the achievements of the past year and to summarise the activity of FON at Norwood. This is a time when we would like to thank all the members, volunteers and staff who support the on-going hard work done by FON.

The FON team spend many hours of their time planning and preparing for events that run throughout the year. This last year has proved to be a most unusual year starting out as normal with our Teddy Bear’s Picnic which welcomes our Reception families, our Children in Need Discos which the whole school can attend and our Christmas Fair which as usual was bustling and great fun. We also had our annual Christmas Card Project fundraiser which is always a big hit.

FON contributed to the funds used to pay for the Pantomime, Puss in Boots, at the end of the year and this was boosted by donations from parents which were greatly appreciated.

We also paid for the Christmas Tree again last year which was decorated by beautiful artworks made by the children. We are trying to get the tree donated this year so if anyone has any 10 ft Christmas Tree contacts we would be grateful for the referral.

Every year FON donates the funds for all the children to have a treat on Christmas Fun Day and we did that again this last year.

After the Christmas Break we came back to host the Andy Green Magic Show in February and then for the first time we sold Pancakes for breakfast on Shrove Tuesday. Both of these events were sell out successes!

During February half term you would all have noticed that our new MUGGA was laid with Astro Turf. FON was delighted to have been able to contribute half of the money that it cost our school to have the Turf laid. It is through your generosity that we were able to do that.

We then went on to prepare for our Spring Disco which was due to be held on the 27th of March and our Easter Raffle which sees prizes handed out to 3 winners in each class throughout the school at the last assembly of term, which would have been the 27th March, this year.

Unfortunately, we went into Lockdown on Friday, 20th March, school closed and our children were sent home to us indefinitely.

FON decided to postpone the Spring Disco and we will put the payments received from that Disco towards the next disco as promised. The proceeds received so far are in the region of £300. We hope to be able to have this disco in March of 2021 but of course this depends on the pandemic and what restrictions we will be facing at that time.

The Easter Raffle went ahead and the prize giving was moved forward to the last school assembly which was held on the 20th of March. Due to the last minute lockdown notice for schools the Raffle prizes were donated by FON and tickets weren’t sold as they usually are.

FON also committed to have the Infant Trim Trail re-barked. This took a while to organise but we managed to get it sorted just after Lockdown thanks to Miss McGrail-Allsopp, our school Premises Manager.

FON signed up to easyfundraising.org.uk in May 2020. We currently have 31 supporters signed up to our cause of which 5 have actively used easyfundraising to do their online shopping. These 5 supporters have raised £29.08 and we would like to say thank you so much for your support. And to everyone else, please sign up to easyfundraising with FON as your cause and do your online Christmas shopping through the easyfundraising page. We will promote this again and hopefully we’ll have more supporters sign up and use the platform. It is easy to set-up and use, please give it a go! If you shop on Amazon, they have a platform called Amazon Smile and if you sign up to that with FON as your cause, Amazon gives us a percentage of your spend as a donation. This used to be part of easyfundraising but they have recently separated it out.

I would like to take this opportunity to say thank you to one of our new Reception parents, Tiffany Donaldson, who put a donate button on her easyfundraising page when she signed up, with Friends of Norwood as her cause. She has received over £200 in donations for which we are so grateful ….. thank you!

The saddest part of our 2019/20 year was that our Year 6’s didn’t get the send-off they normally get. The Year 6’s normally go to Conwy for a few days, where they visit the castle, have a boat trip and just generally have the best end to their primary school careers, FON contributes to this trip. Due to Coronavirus none of this happened for them. The trip had to be cancelled, their Year 6 Leaver’s photos were cancelled, their Leaver’s Disco was cancelled …. It was just a very dreary and awful end for our Leavers. Thanks to Mr Dempster and Miss Harris we could give the Year 6’s a little bit of the love they deserved, so FON paid for them each to receive a Leaver’s T-Shirt which was given to them at their year-end ceremonial assembly which they had during their last week of school before the summer holidays.

To see those smiles and to see our children made up by those small gestures is why we actively get involved with Friends of Norwood.

To give those kids just that little bit more is why I’m so passionate about being involved with FON and why I love every minute of serving this school.

During Lockdown FON found an event being run in the community called the Southport Market Trail and we used this opportunity to sell the tuck sweets that were left in the FON cupboard and which were mostly due to go out of date before the summer holidays ended. This event was a great success and was held on the sidewalk of my home. We were kept very busy throughout the afternoon and there were generous families who also left donations to FON. We raised £61 at the tuck stall and received £21 in donations.

FON maintained contact with the school during the summer and we were asked by Mr Dumbell to please run a 2nd Hand Uniform Shop in the lead up to school re-opening. The reason for the 2nd hand shop was to offer support to families who were struggling financially due to the pandemic. We were happy to step up to this challenge and our online sales of 2nd Hand Uniform through our Facebook page was very busy. We used the proceeds from these sales to prepare ‘Spare Uniform Boxes’ for each year group depending on their appropriate needs. We hope that these boxes have been well received and are coming in handy to each year group. We haven’t included PE Kits as yet but will do so as soon as wearing PE Kit resumes in school. We also intend to top up these boxes every half term so we will continue to accept uniform donations from our families and we will also continue to sell uniform as needed. We were also presented with an opportunity at the end of the summer to apply to ASDA’s Community Fund for a grant towards our spare school uniform boxes. We have completed and submitted this application and look forward to a positive (fingers crossed) response at the beginning of November. Just so you know, our spare uniform boxes mean that should any child have an accident in school, which means their uniform is soiled in any way, they can be given a clean item to wear which we would expect their parents or carers to wash and return to school. But in providing this uniform it would potentially save that child any embarrassment or them being cold or inadequately dressed for the rest of that day.

We would like to take this opportunity to say thank you to all our Norwood families who generously donated their unwanted 2nd hand uniform to us and to the families who supported the shop. We will continue to run the shop throughout the year and keep promoting it on the Facebook Group.

Another fundraising drive we started during the summer holidays was our hand sanitiser sales. We have had fantastic support and have sold around 140 of our 50ml FON hand sanitisers since we started this project.

We would like to say a massive thank you to the staff and FON volunteers who helped make our Summer Connection Club such a success over the summer holidays. The purpose of this Club was to provide our children and their families with weekly themed activities to keep them busy and entertained during lockdown and during their summer holidays. We had 6 different themes over the 6 week summer holidays and it was so wonderful to be able to bridge the time gap from when the children left school at the beginning of lockdown until they went back in September by having glimpses of their teachers doing various activities during the summer holidays. We had Mr Walsh do a football activity; Mr Jordan read a chapter of a story; Miss McCarthy read several stories; Mr Watson gave the children a talk on Astronomy; Mr James lead a sing-song around the campfire during the virtual Great Norwood Camp Out and Mrs Bentley read stories. Without Mrs Bentley we wouldn’t have had the information posted on Class Story …. Thank you so much for the time you gave doing that. This whole project wouldn’t have been possible without Miss Clarke and Miss Barry.

We even had a new teacher read a story so that would have been very exciting for the children who were going to have Miss Gomersall as their teacher after the summer. We also had a grandparent teach us all to dance the Samba, we had a Summer Reading Challenge which saw a couple of our children win some lovely book prizes. We even had a Life Coach offer us an exclusive family well-being package to help all our families deal with various anxiety issues they may have encountered in the time before returning to school. Thank you all so much for your time and input.

With great relief, we were able to return to school as planned on September 3rd but sadly we’ve come back to the ‘new’ normal which means life is ever-changing and it is very difficult to make any concrete plans.

In order to limit any risk to our children and our school during these uncertain times, it has been agreed that no events will take place in the school building until at least December of this year.

This limitation wasn’t going to keep FON from organising something ‘FUN’ for our children to do. Our children desperately need activities that bring a little joy into their lives.

So, as I hope you’ve all seen on our Facebook Group and on Class Story we have been organising a Pumpkin Trail for the children to go on during half term. We have painstakingly gone through all the available guidelines on COVID to ensure that the event is safe and within the permissible rules. We have also been very fortunate to have been given donations of sweets and pumpkins from ASDA, sweets from Morrisons, Poundland and a generous grandparent. We have 12 homes that will participate in the trail and we would like to say thank you to everyone who has offered to take part as a ‘Clue Home’ or as a participant. Let’s keep socially distanced and have a fun Pumpkin Trail.

As requested by school, we are also working on ‘Wet Play Boxes’ for each classroom to have available for the children on days that it is too wet to play outside. The school would like the children to have a box of toys and games available in each classroom and the teaching staff have provided us with a wish list of items that would be appropriate to have in each box. Each box will cost around £100 to put together and we would like to ask our parent/carer cohort to donate to this project. If everyone donated around £5 towards this project we would easily be able to provide the children in your class with the best box of ‘Wet Play’ fun! So please look out for more information about this project which will be advertised shortly after half term. As we go into winter and judging from the miserable days we’ve already had this Autumn, a wet play box is just the thing our children need to keep them busy during play time.

We would also like to say thank you to our donors from the past year.

Thank you to Amanda Hanlon for helping us apply for a grant to the company she is affiliated with St. James Place. This grant brought us £500 towards upgrading our Forest School. The intention for the Forest School is to add a board walk which will make it more accessible during wetter months and easier for children with disabilities to use. The cost involved is £10,000 for which we intend to apply for grants until we have the full amount funded.

1. **Treasurer’s Report by Jan Cooke**

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| **Summary**  Opening Balance September 2019  Items carried forward from previous school year  Income from events  Expenditure of events  Net Profit  Items paid by FON  Closing Balance 31st August 2020 | £17,403.77  £1,575.57  £9,187.16  £4,870.80  £4,316.36  £10,351.19  £10,122.48 |
| **Events**  Children In Need Disco  Christmas Card Project  Christmas Fair  Christmas Panto  Refreshments  Magic Show  Pancake Day  Uniform Sales  Hand Sanitiser Sales  Market Trail Tuck Shop | £317.12  £500.21  £2,673.32   * £168.50   £22.82  £452.46  £94.46  £79.50  £88.00  £82.47 |
| **Items paid for by FON**  Teddy Bears Picnic  Christmas Fun Day  Christmas Tree  Easter Raffle  MUGGA Astro Turf  Trim Trail Bark  Year 6 T-Shirts | £60.01  £212.37  £100.00  £160.81  £7,800.00  £1,460.00  £558.00 |
| **Donations**  Children In Need  The Pahar Trust (Bounce Nepal – 18/19) | £300.00  £50.00 |
| **Grants**  St. James Place (Forrest School) | £500.00 |
| **Other**  Petty Cash Tin  Float Tin | £100.00  £100.00 |

1. **Committee Announcement for 2020**

No new nominations were received by Friends of Norwood so our Committee for the 2020/21 school year will be Vanessa Ryan (Chair); Jan Cooke (Treasurer); and Davinia Wake (Secretary).

1. **AOB or Questions**

No other business was raised, and no questions were asked.

1. **Closing**

In closing, we would like to remind you that all parents, carers and teachers are automatically members of FON. Please can you talk about FON on the playground as there are still parents out there who do not realise this.

The input and extra hours spent by our parents, carers, the teachers and the staff of Norwood are invaluable and greatly appreciated. Of course, we always need more volunteers and the call for help continues.

Thank you all so much for attending our Zoom AGM today and we look forward to doing everything we can this year to make school life as fun and exciting for our children as we can.

Trish Bennet extended a thank you from the school to Friends of Norwood for all the work done over the past year.

**We will have a FON General Meeting soon, keep an eye on our Facebook Group, Class Story, the School Website and the School Newsletter to see when it will be.**