

FRIENDS OF NORWOOD

Registered Charity No. 1023568

ANNUAL GENERAL MEETING Financial Statement Tuesday 13th December 2023 6.30pm

Attendees:

Nicola Sinclair White
Niamh Unsworth
Katie Gwynne
Sarah Hann
Danielle Sharps
Nicky Rowell
Liz Thornber

Apologies:

Charlie Bowen
Claire Edgington-Lyon
Kim Wall
Ellie Bond
Kylie Moor
Maud Larkin

1. Chairperson's Report by Nicola Sinclair White (Acting Chair Person)

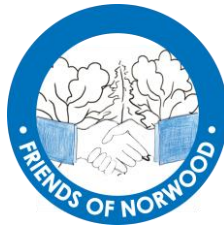
Welcome to our AGM and thank you for attending.

For those of you who don't know me, my name is Nicola and my position within the FON committee is Acting Chairperson which I have been covering since Kim Miller took a step back earlier this year. I am also the Treasurer and have been covering both roles with the support of the previous Treasurer, Jan Cooke, and Niamh Unsworth as Secretary. Niamh and I have worked very closely under lots of pressure this year to run the FON events and despite the challenges we have faced in terms of the size of the committee we have managed to pull off some good events and raise plenty of money for FON whilst also working towards building the committee for the following year.

I would like to thank everyone who has helped with FON activities throughout the year but especially Niamh who has been a brilliant team player and FON colleague all year and Jan for staying on longer than intended to continue to cover part of the treasurer's role.

This year we had our annual Christmas Card Project fundraiser, organised by Kim Miller, which is always a big hit - thank you Kim, as always, for taking this under your wing and making it what it is.

FON also supplied the Christmas trees and paid for half of the Panto that visits school for the day.



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On the run up to Christmas, refreshments were sold at all the Christmas performances and having managed to get Co-Op Fylde Road to donate our supplies all of the money we took was profit.

We also had lots of fun in the forest with Father Christmas and his elves serving gingerbread and warm berry juice to the lower school whilst they were read a story in the forest. The upper school enjoyed a forest trail/treasure hunt created by Mr James and all the children received gifts from Father Christmas.

We had real reindeers visit school for the day in December too, this event was a shared event with Holy Family but was lead by FON and partly subsidised by the council due to it being a community event (involving more than 1 school). This was an exciting opportunity to see real reindeers up close and learn more about them from their handlers.

In previous years they ran the "party in box" event which had been a great success so we repeated it but have found that the event has unfortunately become a victim of its own success as school has now embraced classroom-based parties so well that they no longer need our snack/game/activity offering plus it was a very expensive venture so we will not be running the same event this year.

Overall the Christmas events were loss making due to various things including only approximately a third of parents bringing in their £3 donation plus excessive expenses to decorate the forest.

Next came Easter and we held the usual Easter raffle, we managed to get Co-Op Fylde Road and Tesco to donate some of the Easter eggs for free therefore increasing our profit.

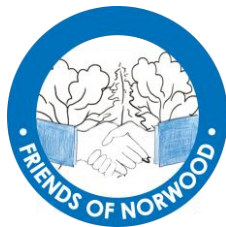
Sports Day refreshments were done on the field to support the families watching and keep them hydrated, this made us some money too.

This was followed by our Summer Fair and our Summer Raffle. This was a huge success with the largest profit generated from a summer fair and raffle, £5805.43 was raised which was £677.51 more than the previous year.

Early on in the year we paid for half of the astroturfing of the trim trail and for some playground equipment which had been agreed by the previous committee.

We were approached by the school to fund the Online Oxford Reading Buddy which we approved as they responded well to questions about uptake of the provision which reassured us it was a worthwhile benefit for all of the children of Norwood. And we also decided to invest in racking for our storage container to manage our mix of Christmas and Summer Fair equipment, this has not been built or paid for yet but we are hoping it will be up after Christmas.

We also funded coaches for the Robinwood and Conwy trips as well as the boat trip in Conwy. This is to help to subsidise the cost of these trips for parents and make them more affordable for all the children to attend.



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The current committee have agreed to fund the coaches again for 2024's Robin Wood and Conwy trips as well as the boat trip in Conwy and the Oxford Reading Buddy. We have also agreed to fund enough reusable dry wipe sleeves for the whole school which will help the children to use their meta learning skills.

Moving forward, we have discussed with the school the activities that will be held this year. As the AGM this year is so late, we are already in the thick of events with the Christmas Performance Refreshments already underway as well as the Festive Raffle. The FON Fun Festive Day will see the big man visiting school again along with a hot chocolate and gingerbread sale afterschool and the Panto, which we fund half of, during the day too. For the rest of the year, we plan to do a second-hand book sale to celebrate world book day in March, the Easter Raffle, Summer Fair and Summer Raffle and possibly some other events after school too. This will be dependent on us reaching agreement with school around suitable events and whether we can get enough volunteer helpers. We have also requested at least 2 "own clothes" days to raise funds for FON and we plan to take a fun approach to these maybe creating a theme like crazy hair day or something similar – dates TBC.

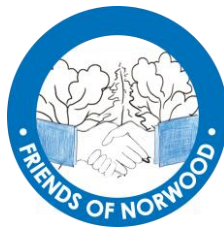
Niamh and I have not only worked hard on the events this year but also on building the team. We are hoping this year for the first time in a long while to go from 3 official committee members to approximately 13 official committee members and were keen to continue to grow. It is essential with a school this size and with family lives as busy as they are that we build a big strong versatile team with a standardised catalogue of events with timelines and protocols repeated year on year to allow minimal negotiation with school and to make events easier to pull off. There will still be room for ideas and changes but on the back drop of some tried and tested events so we don't have to continually reinvent the wheel.

The object of our PTA is to enhance the school experience for every child at Norwood by providing fun events and/or raising funds to pay for things that don't come out of the school budget, we hope that every parent can get behind this cause so we ask you to please join us and volunteer to help as much as you can.

2. Treasurer's Report by Nicola Sinclair White

Summary

Opening Balance September 2022	<u>£14,800.08</u>
Total Income	£7,330.55
Items funded by FON	£9,939.05



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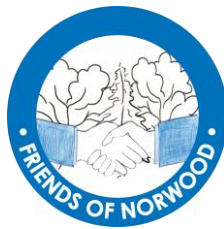
(Reindeer costs of £212 have been paid late due to funding delay from the council and so have come out of 23/24 financial year making overall loss **£1,420.39**)

Christmas Trees	£150.00
Half of Christmas Panto	£700.00
Playground Equipment	£1210.67
Half of Astroturfing the Trim Trails	£4537.50
Conwy Boat Trip Summer 23	£280.00
Yr 6 Photographs	£405.30
Parentkind and insurances	£160.00
TOTAL	(£10,151.05)
	£9,939.05

Outstanding Payments that have been approved for this period but not processed before end Aug 23

Oxford reading buddy	£720.00
Reindeer Visit to School £782 - £70 (holy family) - £500 (sefton council)	£212.00
Robinwood Coach 23	£1900.00
Conwy Coach 23	£2050.00
TOTAL	£4,882.00

These payments always seem to be paid late and in terms of accounting it would be sensible to catch up with these in the future to ensure all payments go through in the correct year rather than with a lag.



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Payments that have been agreed for the next period 23/24

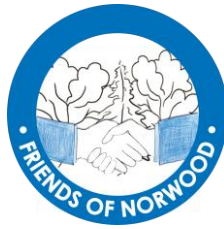
Racking for the container £539.55 + £100 for fitting	£639.55
Christmas Trees	£205.00
Half of Christmas Panto	£700.00
Robinwood Coach 24	£1980.00
Conwy Coach 24 estimate	£2726.00
Conwy Boat Trip 24 estimate	£280.00
Oxford Reading Buddy 24 estimate	£720.00
Dry wipe Sleeves – Meta Learning	£420.00
TOTAL	£6,126.00

3. Nominations were received for the 3 main roles and applicants were unanimously voted in, we also received 10 general committee member nominations who were also voted in. Therefore, our committee for the 23/24 school year will be:

Nicola Sinclair White – Chair
Katie Gwynne – Treasurer
Naimh Unsworth – Secretary

General Committee Members:

Ellie Bond
Charlie Bowen
Liz Thornber
Danielle Sharps
Claire Edgington-Lyon
Nicky Rowell
Kylie Moor
Sarah Hann
Kim Wall



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Maud Larkin

We also received volunteers to join our helpers pool whats app group and our whats app information cascade.

As we continue to grow the committee, we will accept new general committee members and helpers throughout the year ahead.

AOB and questions:

Ideas and plans discussed

- Agreed that we should push to pay all invoices within the correct year for future despite this meaning we will need to pay double invoices on some projects in the year ahead.
- Query re our official financial year – Nicola to double check and get back to Kate.
- Continue to push to involve new parents in FON – forms should be available to volunteer at the new parents evening in the summer.
- Also discussed ideas to increase AGM attendance for next year – cheese and wine event? It must be a free event to ensure we don't exclude and potential attendees.
- Attendees keen to ensure more parents and family members know what FON money us spent on going forward – to discuss at next meeting.
- Unanimous agreement that having a teacher and a TA as part of the committee would enhance our team and give us insight in to their perspective as well as providing an extra support for our team within the teaching staff to help spread the word and support us with our events.
- We will continue to work towards a timeline of events that are relatively standardised.
- Plan to set up regular monthly meeting.
- Drew Festive Raffle winners with Mr Dumbell – all winners contacted by Niamh and Janet