**ANNUAL GENERAL MEETING**

**MINUTES**

**Tuesday 1st November 2022**

**14.45hrs – 15.30hrs**

ATTENDEES: Jan Cooke (Chair), Alison Jones (Treasurer), Lee Dumbell, Kim Miller, Nicola Sinclair White, Niamh Unsworth, Debra Chamberlain, Lyndsey McDonald and Chris Andrews

APOLOGIES: Davinia Wake (Secretary), Lisa Newman, Anjie Holt and Jayne Murphy

1. **Welcome**

Lee Dumbell welcomed all Attendees to The Friends of Norwood Annual General Meeting.

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

Welcome to our AGM and thank you for attending.

For those of you who don’t know me, my name is Jan Cooke and my position within the FON committee is Chairperson. Myself, our treasurer, Alison and our secretary, Davinia have worked very closely as a team to make sure each event we carried out was a success and I would just like to recognise the amazing effort Alison and Davinia have put into FON throughout the year. Thank you so much for all you do.

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 volunteers and school staff who support the on-going hard work done by FON. I would also like to point out that you are all members of FON, just by being linked to the school, in one way or another.

This year we saw the return of some normality. Hallelujah! FON managed to organise some fun activities for our children, starting out with the Christmas Trail which was enjoyed by many.

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.

As we were unable to hold a Christmas party or disco the previous year, FON decided to organise a Party in a Box for each class. This went down a treat. So much so, we did it again this year!

Soon Easter came round and we held our much loved Easter raffle.

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.

Looking back over the year, we didn’t have the same challenges as we had during the previous year with lockdowns etc. But we were mindful of the difficulties our families may be facing coming out the other side of a pandemic. We felt it was important to keep things simple and do the events that the children would enjoy but not do too many, making it easier for our families. I think we and the children of course, had another FUN FON year.

We agreed with school that FON would fund the new picnic benches. Half of which are already installed and more are to follow. They look amazing and the children love having somewhere to sit in the playground.

We also agreed to fund the furnishing of the library areas. We are delighted to hear these items are being utilised well.

The current outgoing committee have agreed to fund the coach for 2023’s Robin Wood trip to make this more accessible for our families cost wise. We have also agreed to Contribute 50% of the resurfacing of the trim trail.

Moving forward, we have discussed with the school the activities that will be held this year. Still keeping things simple, the outline for the year ahead will include the Christmas Market, Christmas Raffle, Party In A Box, Easter Raffle, Summer Fair and Summer Raffle. Dates for these events have already been pencilled in with school.

I would just like to say that the FON committee welcome fresh ideas and would encourage anyone with any ideas to reach out and if they are possible you will be supported in carrying them out.

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. Please get involved when you can!

That leads me onto my next point.

Alison, Davinia and I have been involved in the committee over the last 3 years and for various reasons, we will be standing down from the committee and we are looking for volunteers to carry the torch and step up for the roles of Treasurer and Secretary to keep FON going. We already have an application for the role of Chair - Thank you Kim. Kim has vast experience in the PTA with various roles. We very much worked as a team and we are sure Kim will work in a similar way. Sadly, without these roles being filled, FON cannot continue.

We have had an excellent relationship with the school and we would just like to say thank you for the support you have given along with the confidence you have shown in us.

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

**Summary**

Opening Balance September 2021 £13,880.05

Items carried forward from previous school year £284.92

Total Income £10,867.93

Total Expenditure £5,845.90

Items paid by FON £4,102.00

Closing Balance 31st August 2022 £14,800.08

**Events**

Christmas Card Project £744.60

Christmas Trail £291.54

Christmas Party in a Box        £-654.41

Christmas Raffle £805.11

Easter Raffle £-139.80

Summer Fair £4050.48

Summer Raffle £1077.12

**Items paid for by FON**

Party in a Box £654.41

Christmas Tree £150.00

Libraries x3 £2,537.00

Picnic Benches £1,565.00

Yr 6 Photographs £287.00

**Donations**

Easy Funding and Amazon Smile £107.40

**Grants**

(Forest School) ASDA £200.00

**Other**

Petty Cash Tin £0.00

Float Tin £0.00

1. **Committee Announcement for 2022**

3 nominations were received by Friends of Norwood and all 3 applicants were unanimously voted in, therefore our Committee for the 22/23 school year will be Kim Miller (Chair), Nicola Sinclair White (Treasurer) and Niamh Unsworth(Secretary).

1. **AOB or Questions**

Kim Miller asked what the bank balance would be once the items agreed by the current committee had been paid for. Jan advised that the remaining balance would be approximately £5,000, which considering the current climate is a healthy balance with funds being well spent.

Nicola Sinclair White and Niamh Unsworth asked for information on Amazon Smile as they had never heard of it. This was explained to them by Jan and Alison.

Thank you all so much for attending our AGM today.

Arrangements have been made to fix a convenient date for the outgoing committee to pass over relevant documentation to the new committee at their request for a face to face meeting. Kim Miller confirmed that she would look at some dates.