

# FRIENDS OF MONKTON PARK SCHOOL

## Annual General Meeting

### Minutes of Meeting

Wednesday 19<sup>th</sup> September 2018

#### Present:

Jo Lennon (Chair), Mr Rafferty (Head Teacher), Rebecca Treweke (Treasurer), Lorna Friis, Janine Maclean, Rachel Gibbs, Helen Smart, Penny Needham, Jo Parsons, Mary Shepherd, Nikki Leech, Chris Neal, Ian Fry, Melissa Fry and Joanne Lyons (secretary)

#### 1. Apologies

Laura Blackett, Stuart Rolfe, Sian Fitzsimons, Ben Jennings, Nicolette Vos Neal, Chris Parsons, Joanna Reynolds, Katerina Pippi and Jeff Guillon

#### 2. Chair's Report

Jo reflected back on events and achievements from 2017/18. Contributions from FOMPS fundraising are being seen across the school by parents and pupils. It has been fantastic to see additions and changes being made to improve and update key events. New funding streams have been tapped into to make major purchases and sponsors have been obtained from local business. Jo thanked Mr Rafferty for his assistance in getting the school behind our fundraising initiatives which has helped engage the children and boost monies raised. Jo thanked everyone for their efforts in making 2017/18 a very successful year.

#### 3. Presentation of the 2017/18 Accounts and Treasurer's Report

Becky reported that £18,313.76 was raised last year, which smashed all expectations. Our main fundraising goal for the year was for the outside classroom so limited additional spending was applied. Spending was for items such as – motion camera for wildlife area, picnic benches and various admin/licenses that were required. Spend in total for the year was £2,614.24.

Highlights include:

Funds made from our Christmas events were slightly down in 2017/18 compared to our 2016/17 Christmas events – mainly down to the tea towel initiative that was very profitable.

The scarecrow trail in May 2018 doubled the previous year's profits, mainly due to gaining sponsor opportunities, but also the growth in popularity of this event.

Monkfest raised a staggering £4,459.71! Expenses were limited and items purchased at very good rates or donated. Sponsorship was also obtained. Income was greatly enhanced by the school's 50<sup>th</sup> anniversary celebrations and the reunion organised by Penny Needham.

Grants received for the period totalled £6,650.

The closing bank balance for 2017/18 was £15,338.80 plus the £5,000 grant from the Wiltshire Area Board, which will be presented to us once the outside classroom has been ordered. Total funds available £20,338.50.

Becky expressed her thanks to everyone involved in achieving this fantastic total.

#### 4. Head Teacher's Report

Mr Rafferty thanked everyone for their part in achieving this unprecedented amount – he remarked that he has been truly blown away by our dedication and enthusiasm in making the purchase of the outside classroom a reality.

He acknowledged that the school feels very much a community-based school and he reported that new pupils have since joined the school having attended Monkfest and felt the community feeling that was generated.

Bungalow – application has been submitted for a £150,000 grant to renovate this space. More to follow when news is received.

Pupils are embracing the school's 50<sup>th</sup> anniversary celebration through their learning – a 1960s dress-up day is being arranged for October and daffodils are to be planted and a mosaic has been commissioned.

#### 5. Outdoor Classroom Update

Planning permission for the outdoor classroom is due on 24<sup>th</sup> September. Once received we can go ahead and order for a build this year.

[Please note that before these minutes were published planning permission was approved!]

Mr Rafferty confirmed that we were successful in receiving a lottery grant for £10,000 to put towards the outdoor classroom. Mr Rafferty thanked Jo for her involvement in this successful bid application.

#### 6. School requests for funds/goals for the year ahead

Mr Rafferty outlined some funding requests:

- Early year's area – to turn this area into a nature area, to be an extension to the classroom. Currently working with designers to bring ideas together.
- More picnic benches are required
- Canvases to display photographs – a professional photographer attended the school to take photographs of the school/children in action. Mr Rafferty would like to have these displayed around the school.
- All-weather running track
- Acoustic panels for classroom. An acoustic problem has been identified in one of the classrooms. Mr Rafferty has sought costs for acoustic panels to be installed. The cost for 12 panels is £800. A vote was cast and all were in agreement for this spend. Mr Rafferty will go ahead and arrange installation. Mr Rafferty also confirmed that a grant has been applied for – awaiting confirmation.

Mr Rafferty thanked everyone involved for an amazingly successful year. He has been very proud to announce to other local head teachers our achievement in funding an outside classroom.

#### 7. Feedback/comments from others present

None received.

#### 8. Election of key roles – Chair/Treasurer/Secretary

Chair - Firstly, Jo Lennon is to step down as Chair following 2 years, and 1 subsequent year as co-chair. Lorna expressed interest with support from a co-chair or vice-chair. Lorna's appointment was seconded by Helen. Janine proposed that she puts herself forward as vice-chair. This appointment was seconded by Penny.

Treasurer – Becky confirmed she is able to stand as treasurer for one more year. This appointment was seconded by Lorna. If anyone would like to assist Becky with a view to standing next year this would be very welcomed.

Secretary – As there were no initial requests for this appointment, Jo confirmed she is happy to stand again as secretary, although this may only be until Christmas. This appointment was seconded by Becky.

Jo Lennon confirmed, although standing down as chair, she will remain within the FOMPS committee and would be interested in continuing to seek out grants and other funding opportunities.

#### 9. Scheduling of events for 2018/19 and nominating sub-committee leads

Jo thanked Jo Parsons for organising the new parents coffee morning.

Laura Blackett has volunteered to organise the admin for the Christmas card initiative.

A quiz is being arranged for Friday 17<sup>th</sup> November with an international food theme element to bring together all the different cultures across the school. The sub-committee for this event is Jo Lennon, Katerina, Nikki and Steve.

Janine will look into sourcing a Christmas tree – she is aware of a local company that delivers and then removes the tree for planting out.

Jo Lyons will arrange the crackers for the children's school Christmas dinner.

#### 10. Discussion of any other fundraising initiatives

A proposal was made to have a film night in December. Mr Rafferty advised he has organised these previously and they have gone down very well with pupils. Mr Rafferty will liaise with teachers for their assistance. The format is play, film, food and then final part of film.

Melissa has agreed to head up a sub-committee for the Christmas fair – we need to review programme and may need to scale down some stalls and think about introducing external vendors.

Request made for regular after-school tuck shops. Perhaps for summer term and to include year 6s as an entrepreneurial element. Mr Rafferty needs to ensure it fits in with school's healthy eating policy.

Camp 2019 – request for the campout to return in 2019. As the head teacher needs to be on-site for the duration this may not be possible. To be reviewed 2019.

#### 11. Ordinary meeting dates for 2018/19

Wednesday 3<sup>rd</sup> October, 8pm, Grounded  
Friday 9<sup>th</sup> November, 3pm, School  
Friday 14<sup>th</sup> December, Christmas Social  
Friday 11<sup>th</sup> January, 3pm, School  
Wednesday 27<sup>th</sup> February, 8pm, Grounded  
Friday 29<sup>th</sup> March, 3pm, School  
Wednesday 1<sup>st</sup> May, 8pm, Grounded  
Friday 7<sup>th</sup> June, 3pm, School  
Wednesday 17<sup>th</sup> July, 8pm, Grounded

#### 12. AOB

Jo confirmed that Katerina's "FOMPS faqs" will be published soon via the school's newsletter.

Mr Rafferty thanked Jo for all her achievements as Chair and thanked her for her enthusiasm and commitment to the role.