
Minutes of AGM held on Tuesday 2nd October 2018
7pm at Stebbing School

Present:	Action
<p>Chair: Cassie Stone (CS) Vice Chair: Joli Cole (CO) Secretary: Jo Bucknell (JB) Treasurer: Mark Francis (MF) Lucy Mawson (LM) Michelle Michael (MM) Victoria Francis (VF) Jo Clayden (JC) Clare Mayne (CM) Julie Yapp (JY) Kate Foxton (KF) Roulla Wright (RW) Kim Edwards (KE)</p> <p>Apologies: Anna Fage (FA) Alison Pertwee (AP) Tom LeMesurier (TL) Nikki Munson (NM) Catherine Smith (SM) Hannah Wigmore (HW) Zoe Panting (ZP)</p>	
<p>1. Finance Report</p>	
<p>MF handed out copies and ran through the report for 2017-2018. A query for the difference in amounts for the 10mile run were answered. It was confirmed that one year a cheque had been put directly through the school not the AFSS account. It was agreed this wasn't an issues as ultimately the money goes towards the school and children.</p>	
<p>The marathon was highlighted as an excellent earner in fact beating the total raised</p>	

<p>from the Fete.</p> <p>Kate has tallied the total monies the school has spent so far this year on things and it is in the region of £1,434. Areas that the school spend money on yearly were also shown to indicate the cost of £3500 that the committee has to maintain to provide for these areas.</p> <p>It also needs to be decided what funds are being put towards the outdoor equipment? The account closed with £11,132.02 once again beating previous totals raised by the committee.</p> <p>(Copies are available on request)</p>	
<p style="text-align: center;">2. Committee selection</p>	<p style="text-align: center;">ALL</p>
<p>Each member of the current committee stepped down. CS made it clear it should be her last year as she has led the committee for some time now. MF also noted that their son was in year 6 and therefore no longer be part of the committee. JB wasn't wanting to stand again but it was noted no other person had come forward so she would take on the role if it was predominantly the minutes. CO can technically stand again for a further year but the general feeling was that provision needs to be put in place to pass on the roles. It has been a very successful and supported committee but other members need to step forward for the roles.</p> <p>CS was voted in as chair. MF was voted in as treasurer. CO was voted in as vice chair. JB was voted in as secretary.</p>	<p style="text-align: center;">CS,MF,CO,JB ALL</p>
<p>Within in future provision it was also commented on that volunteers can vary towards events. WhatsApp, Facebook , Dojo and emails are all useful but it was agreed paper copies would help support those who seem to miss out on what is going on. KE suggested a slip that parents can fill out. LM also put forward that it is the 'behind the scenes' jobs that often need establishing.</p>	<p style="text-align: center;">CO,JB,CS</p>
<p style="text-align: center;">3. Current Volunteers and Events</p>	
<p>AF – is happy to continue with the Cards, Tote Bags and Discos. Dates had been put forward to LM.</p> <p>SM – Able to help with the Children's Christmas Market but wants it to be her last year. Once again provision to pass this on needs to be made. WH also able to help.</p>	<p style="text-align: center;">SM-ALL</p>
<p>Ben Chandler has been asked to run another quiz in November (30th) to raise further funds as they are usually very popular. At the present time costs are to be £10 per head with a chilli, raffle, heads and tails and BYO.</p>	<p style="text-align: center;">CS- Ben</p>
<p>Stebbing 10 – 11th November CS explained to the new parents the run and how the catering is done by the school for funds. CM, RW offered help.</p>	

Christmas Fayre – 7th December

CO wishes to trial an evening event to eliminate the time some members give up on the Saturday. The hope is that more children will attend and it will ease some of the set up and take down time. It will be the same day as the Children’s Christmas Market.

Any items left from the Market will be sold again in the afternoon.
This will also be the same day as Christmas Jumper Day for the children. **CM** wants to still run the bottle tombola.

It was agreed that:

7th November – Bottle Tombola contributions
30th November – Chocolate contributions for the Tombola

Stalls so far:

Turkey
Green Gorcer
Stebbing Ladies
Florist?
Village Shop
Christmas Trees
Cassie’s Dad
Chocolate Tombola
Bottle Tombola
Children’s Craft
Father Christmas – To be in **LM** office
Food - **MM**

Poster to be created by **JS**
Elves – **NM** and **KC**
Dan Munson – Lighting
Christmas Tree Donation – **JB/EB**
VF – minced pies and mulled wine
Donation Bucket so no licence.
Y6 to hand out mince pies
Choir to sing beforehand as a surprise?

LM/JC highlighted the issues that there would be with the power, sockets and set up of the hall. To confirm.

Mr Bosh’s band?

A volunteer list will need to be created.

LM put forward the motion that the school wishes to raise for the additional Hall refurbishments and a PA system. Although Essex will be replacing one wall and the roof they will not be redoing any other areas. It was agreed that the hall would be the biggest push for this year and it is an area that benefits us all.

CS- JS

LM- TL

CS- MS

LM- Mr B?

CO/CS

<p>There is also a memorial garden to be built in honour of Mrs Hunnable. It will be in the area outside the hall and new doors will be put into lead to that area. CS is to speak to friends who work with landscape gardening and her father to create a fundraising marker.</p> <p>Additional ideas</p> <p>NM has put forward an idea from another school. 'Penny Friday' in which each week a bucket to collect all loose change will be present in the playground.</p> <p>MM – motioned another camping evening for the years 5/6 as it is so popular. It was agreed in principal and LM is to speak to TL. All members agreed that the charge should be raised to make a profit rather than a 'token amount'. JB – offered marquee for this event.</p> <p>Christmas Show</p> <p>CS/CO found that ice cream sales were down last year. This year they will offer popcorn and sweets in cones during the performances. It was motioned that donations should be collected before, during and after to ensure no opportunities are missed and that the school would for once collect for themselves as the hall is a very large project.</p> <p>Performance Dates: (DEC)</p> <p>10th – Pm all 11th – KS1 evening 12th – KS2 evening 13th – Both evening 14th – possibly both in the afternoon?</p> <p>AOB</p> <p>To push easyfundraising Dojo posts to reinforce this area for new and current parents PTA click link for donations will be established on the new website as it was felt that it is a missed opportunity for those who can't, don't want to attend things but still wish to contribute financially. It also provides an opportunity for larger donations.</p> <p>The possibility of a card reader was also brought up as some parents don't carry cash so it would avoid missed moments to pay or those who forget.</p> <p>Easter tube of smarties suggested by KE to be handed out and filled with 20ps. CS noted this for the Easter Hunt prizes.</p> <p>Meeting Closed – 20.50</p>	<p>CS- Ed/Katy</p> <p>LM- TL</p> <p>CS- JC CS - JS CS</p>
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