



**West Ashton Primary School**  
**Friends Of West Ashton School**  
**Reg Charity - 1137442**

**Annual General Meeting**  
**Friday 25<sup>th</sup> September - 3:30pm**  
**Via Zoom**

**MINUTES**

**Present**

Jenny Pritchard (Chair) JP  
 Jeremy Bowman (Vice Chair) JB  
 Matthew Heywood (Treasurer) MH  
 Hannah Bowman (Secretary) HB  
 Nadia Harris (Committee Member) NH  
 Sandra Meehan (Committee Member) SM  
 Debby Huxham (Head) DH  
 Ali Earley (Committee Member) AE  
 Natalie Hillman (Committee Member) NHI  
 Naomi Harford (NHA)  
 Calum Turner CT  
 Ruth Heywood RH

**Apologies**

Kersteen McConnell KM  
 David McConnell DM  
 Samy Mehsen SME  
 Jemma Molloy JM  
 Emma Lewis EL  
 Cara Williams CW

Item	Notes	Action
1	<p><b>Welcome and apologies</b></p> <p>JP chaired the meeting, welcomed everyone and thanked everyone for attending.</p> <p>Apologies received from those listed above.</p>	
2	<p><b>Minutes of last AGM - 26<sup>th</sup> September 2019</b></p> <p>Minutes from the last AGM were agreed.</p> <p><b>Matters arising</b> - These will be covered in our agenda items.</p>	
3	<p><b>Chair's Report for 2019/2020</b></p> <p>JP thanked the committee for their hard work over the last year. It has been a very difficult and interesting year. JP also thanked the school and the staff who go the extra mile to support us as a committee.</p> <p>We held a very successful Christmas party at the end of 2019. Also the children's Christmas cards and the school tea towels helped raise a good sum of money.</p>	

	<p>JP reiterated our aim to continue to bring the school together as a community raising money and having fun. But we now have the challenging task of doing this in a Covid secure way. Sadly, we have had to cancel a number of events we had planned due to the current situation. We do have another event that is in the planning stage and we will meet as a committee to plan this soon.</p> <p>The library project is finally coming to an end and we are nearly at the point where we need to finalise plans. It will be a difficult job trying to get the library to site, built and ready to use within the rules but our determination to get the children what they need for their education will get us there. The grand opening may have to be postponed though until we can safely gather.</p> <p>We are hoping to have some new committee members join us to bring fresh ideas and to help run events. Although these won't include socialising at this present time, we do hope that in time, we can bring some social events back, as this is seen as an important part of making our school the community it has always been.</p>	
4	<p><b>Treasurer's Report for year ending 31<sup>st</sup> August 2020</b></p> <p>A copy of the accounts were circulated via email to all present.</p> <p>The total income from events and donations is £4,511.06. This is made up of £2,087 from donations including; £1,000 from the Medlock Trust, £500 each from Collaborate and GKN. MH thanked these organisations for their support.</p> <p>The school lottery continues to be a regular source of income bringing in £657.80 over the year. FOWAS ran 10 events and fundraising schemes prior to the Covid lockdown in March which brought in £1,722.26.</p> <p>The tea towel fundraiser is still ongoing as many parents were unable to collect and pay for the tea towels they ordered prior to lockdown, so we expect the income from this to be added to next year's accounts. We have recently received £500 from Apetito and this will also be added to next year's accounts.</p> <p>Special mention goes to Harry Pritchard and Jasmine Molloy whose sponsored run brought in another £165.</p> <p>Event and running costs over the year were £1,114.66.</p> <p>During the year we made 3 awards at a total cost of £206.58. These awards funded:-</p> <ol style="list-style-type: none"> <li>1. Bibs for play leaders at school</li> <li>2. Coach travel to take some children to sign at a local care home</li> <li>3. Hoodies for the leaving Year 6</li> </ol> <p>After these awards and expenditures, we have increased the charity's funds by £3,189.82 to a total of £9,922.74.</p>	
5	<p><b>Appointment of an independent Examiner of Accounts for year ending 31<sup>st</sup> August 2021</b></p> <p>MH advised that under current Charity Commission rules, charities with income less than £10,000, do not need to have their accounts</p>	

	independently audited or submit them to the Charity Commission, as was previously thought.	
6	<p><b>Election of Officers and Trustees of the Committee</b></p> <p>The constitution states that all Officers and Committee Members are re-elected annually. All Officers and Committee Members therefore resigned their positions. JP invited nominations for new Officers and Committee Members.</p> <ul style="list-style-type: none"> <li>• <b>Chair</b> - JP was nominated for the role of Chair, seconded and appointed. JP accepted the role.</li> <li>• <b>Vice Chair</b> - JB was nominated for the role of Vice Chair, seconded and appointed. JB accepted the role.</li> <li>• <b>Treasurer</b> -MH was nominated for the role of Treasurer, seconded and appointed. MH accepted the role.</li> <li>• <b>Secretary</b> - HB was nominated for the role of Secretary, seconded and appointed. HB accepted the role.</li> <li>• <b>Committee Members</b> - NH, AE, EL, NHI, NHA, CW were nominated as committee members, seconded and appointed. SM was nominated as staff rep, seconded and appointed. All accepted their roles.</li> <li>• <b>Committee Volunteers</b> -None at present.</li> </ul> <p>SM will send out a message via Tapestry asking if any of the new parents would like to become a committee volunteer.</p>	SM
7	<p><b>AOB</b></p> <p><b>West Ashton Rocks</b> - DH approved the idea of a painted rock treasure trail.</p> <p><b>Shooting Stars Play Area</b> - SM and DH advised that the Shooting Stars play area is unsafe. It is being risk assessed next month. They asked if this could be our next project, after the library. It was also discussed how the play equipment in the main playground needs renewing too. It was agreed that we would meet up to assess what needs doing.</p> <p><b>Library/ School visit</b> - JP will meet with SM and some builders at school during the half term to obtain 3 quotes for the work. DH will check whether the Trust still want to check which builders we end up using. NHI advised that her husband has some contacts we might want to use. If we can provide him with a brief, he will enquire on our behalf.</p> <p><b>Fundraising ideas</b> - CT asked whether there is anything his daughters could do to help with the fundraising i.e. maybe sell cakes at an event etc. He asked for a committee contact to liaise with. JP said he could contact her to discuss.</p> <p>JB also suggested a sponsored 100km bike ride - he will investigate this.</p>	<p>JP/SM DH</p> <p>CT/JP</p> <p>JB</p>
9	<p><b>Date of next committee meeting</b></p> <p>Next meeting to be held on 5<sup>th</sup> October at 7:30pm via Zoom.</p>	
10	<p><b>Close of meeting</b></p> <p>Meeting closed at 4:05pm.</p>	