



Friends of Newby and Scalby Primary School

Minutes of the AGM Meeting held Wednesday 6th November 2019

Present: Karen Noble (Trustee), Cath Robinson (Trustee), Vicky Streets (Minutes), Penny Claybrook (Uniform Shop), Chris Kirkham-Knowles, Paul Davidson, Laura Oxley

1. Apologies

Jen Gosling, Ben Nolan

2. Matters arising from last Meeting

None

3. Election of Officers

Chris chatted with the group and encouraged and praised everyone for the work they do for the Friends Charity and valued by the school. He said that everyone should only put as much work in as they can and no one should do so much it feels overwhelming. An AGM is required as part of the constitution and has to be held so this meeting was held as the AGM. The Constitution doesn't state any set rules and regulations regarding the roles of the Friend's Charity members. Chris went on to say Katie Hopper will be working with the friends when she is back from maternity leave and a member of the senior team will be doing it covering the role until she comes back. Katie will work with the friends and Chris suggested she chairs the meeting and encourages and assigns people to tasks.

At this point Chris left the meeting and handed over to Paul Davidson.

Election of Officers

Chair	Katie Hopper to Chair or Member of School middle management
Treasurer	Eugene Flood Confirmed 13/11/19
Events Co-ordinator	Various
Minute Secretary	Vicky Streets - elected
Publicity Secretary	Ben Nolan
Uniform Shop	Penny Claybrook - elected

Everyone agreed having more involvement from school was going to be really helpful for support for the Friends. Penny confirmed that uniform shop invoices are paid to date. Vicky to ask Eugene about an up to date Report to be sent out with the minutes.

4. Treasurers Report

Eugene will send the up to date Treasurers Report but the last balance is £4,180.50 as at 14th August 2019.

Friends of Newby and Scalby School 01/09/2018 –14/08/2019

Nature	Sum of Income/ (Expense)
Xmas Fair	1281.06
Uniform Shop Takings	2883.00
Beetle Drive	152.80
Scarborough Borough Council	500.00
Summer Fair	1496.79
NYCC (School)	-7530.00
Uniform Shop Stock	-2404.18
Easter	-60.12
PTA UK Subs	-117.00
Leavers	-280.02
Grand Total	-4077.67

Natwest Account Summary 87681889

Opening Bank Balance September 2018	8258.17
Total Income	6313.65
Total Expenditure	-10391.32
Balance @ 14/08/2019	4180.50

5. Forthcoming Events

The group discussed the following events

- **Christmas Challenge – Thursday 28th November**
This will be a non uniform day again and the children are asked to bring in an unwanted gift for the Christmas Fair raffle. The Charity Committee will help collect the gifts from each class again at around 9am ish and deliver them under the stairs for the care taker and a Friends volunteer to organise them under the stage. Penny can help organise the gifts if it is 28th November.
- **Christmas Fair – 6th December (2.30pm – 4.30pm)**
Laura and Penny can help with everything all day. Cath will put out a shout out on the Facebook group asking for helpers for stalls and will check what grotto presents are left and see if we need more. Paul will see if the caretaker will be santa and the grotto needs to be started decorating first thing or Vicky offered to go to school on Thursday 5th December at 5pm to prepare Santa's Grotto for the next day if that would help with preparations. It was agreed that we need 3 tombola tables as they get very busy so need bottletops which maybe under the stage. Cath kindly agreed to make a third tombola a sheet with 25 numbers on. Laura is really happy to do Glitter tattoos again. The group are not going to be approaching external vendors for this Fair. Marvin ok to bring popcorn and candy floss if he is happy to do. Cath

to ask if Nicola Carpenter is free to run the refreshments and cakes. The group agreed that the pocket money stall and lucky dip didn't need to be included in this fair as year 6 may have got a lucky dip stall. Paul will ensure that something is put in the newsletter asking for cakes on the day of the fair, raffle prizes and if people would like to donate vouchers etc for the Summer Fair Challenge day.

- **EYFS Christmas Party –10th December**
- **Year 1 Christmas Party – 11th December**

- **Year 2 Christmas Party- 10th December**

- **KS2 Christmas Discos – 11th December (5.30pm – 7.45pm)**

Cath can help with the refreshments for the Disco for years 3 and 4, Vicky & Karen can help with Year 5 and 6 and Cath will put a shout out to the Facebook group to ask if anyone is free to help with one more helper for the Years 3 and 4 disco refreshments. The friends will pay for juice and crisps or whatever snack is decided for the children and school will go and collect it.

5. Request for spends

None

6. Any Other Business

Karen made a suggestion for raising money regarding parents being supporters of the school, and parents making voluntary donation. Karen will email Paul and copy Vicky in with details.

Paul asked if anyone was free on Friday 15th November to help with bake sale – Mrs Gortzak is organising for Children in Need – Karen will put it on Whatsapp group and Cath will put it on Facebook.

Paul asked if anyone in the group would like to come for Christmas lunch at 1pm ish on Thursday 19th December they are welcome and to let Paul know asap to let Mrs Trotter know.

7. Date and time of next meeting

Wednesday 27th November at 6pm at school

Signed by Paul Davidson