

Friends of Sun Hill Juniors Annual General Meeting Agenda – Wed 6th
October 2021- Arlebury Park Bar

- Present: Hannah Rose, Isobel Dix, Stacey Lakeman, Beth Morton, Jenny Tabrah, Sara Curtis, Helen Hall, Kerry Appleton, Nolly Nutman, Sue Griffiths, Jo Knight

- Apologies: Tracey Kendall, Jemma Martindale, Estelle Bethem, Katrin Penzkofer, Lorna Ashton

- Minutes of Previous AGM agreed: yes
- Matters arising from 2020 AGM: bank account situation resolving
- Election of new Committee

Chair: Isobel Dix proposed BM, seconded HR

Treasurer: Stacey Lakeman- Proposed HR, seconded JT

Secretary: Beth Morton- Proposed HR, seconded ID

Hannah stepping down as co-chair. Our heartfelt thanks to her for all her hard work

Vice chair position: unfilled

- **Chairperson report**

Thank you for all your hard work during 2020/2021. Going through a few of our achievements and thank you:

- Celebration cards- esp. thanks to Gemma Loveridge
- IPad purchased for the school
- Benches for the school playground (Thank you to Nolly and Hannah. Also the town council who provided the grant)
- . Laptop appeal. Over 100 laptops donated and cleaned. Now decided to be left with those people that were loaned as still new laptops coming in. Also they have been donated to other schools

and brought together the wider community. Thank you Euan Gardener

- Year 6 leavers disco: Thank you Arlebury Park for providing venue and drinks for free. A great success and fun had by the children and would like to host it again in Arlebury Park in 2022.
- Mens'shed- thank you for making the 9man skies that are going to be used for team building on wellbeing day
- Also donations from rotatory, AYA, and pigs (chrome books) rugby team (laptops and gazebo).
- Xmas photos, xmas gifts of books, fun run- all part of the achievements of FOSHJ in 2020/21 despite pandemic

Fundraising affected by covid- didn't do usual thing but still contributed to school and made sensible amount of money. Provided equipment and support at lunchtime. Has been successful year despite the challenge of covid and did more than we thought we would.

Going forward the new chair will put together a calender of friends' events and send out via email and in newsletter. If people want to take ownership of an event and run single events, that would work well.

The friends committee has 2 aims-to raise money for the school and to bring the school community together. Although there is cross over, the aim of each event as either a fundraiser or a community even should be clear. Events for adults and grants more productive as fundraisers

- **Head teacher report:**

On behalf of the school I would like to thank all of the FOSHJS for your dedication and hard work again this year, particularly in a year where our normal fundraising events have been impossible. The importance of the work that the FOSHJS do cannot really be measured and the contribution that you make to the school, your time and commitment is invaluable to our school community. I cannot express how much it means in terms of the impact you have on the school ensuring during a period of increasing budget restraints.

The works of the FOSHJS and the additional funds you provide have become even more important to us. As I say every year having such a

dedicated team of volunteers brings something special and unique that benefits the adults as well as the children in this school.

From the school perspective this year has seen a number of very successful and enjoyable events.

These are just a few highlights:

- Back to school BBQ, which I was unfortunately unable to attend but am fully aware of the success of the evening and the community spirit it generated.
- Fun run
- Year 6 leaver's week
- The wellbeing day, which I know would have been a great success and am looking forward to the new scheduled day;

I know I haven't included everything, as you do such a lot for us. It goes without saying that the children benefit greatly from the much appreciated additional funds. We are always grateful for contributions from the FOSHJS that strengthen provision within the school for all the children and enable us to purchase resources that we can no longer afford to buy from the main school budget.

We look forward to the exciting events for this coming year

- **Treasurer report**

FOSHJ Treasurer Report for AGM 06.10.21

Year starting total 1st September 2020 as per previous treasures report:
£7'178.79

Year-end total 31st August 2021: £9'851.82

- Community Balance: £7729.59*
- IAS Reserve Account Balance: £1952.36*
- Cash Tin: £169.87*

Total income (01.09.20-31.08.21) £11'706.52

Total expenditure (01.09.20-31.08.21) £9'033.49

SHJS Activities

- Christmas Cards – Class fundraising
- Christmas Boxes
- Christmas Tuck Shop
- Books as Christmas gift to each child
- Christmas photo booth
- Marquee Hire
- Filming Equipment & IPAD
- Playground rainbow benches
- Easy Fundraising
- Donation Station
- Teracycle (crisp packets recycling)
- Ink Cartridge Recycling
- 2nd Hand Uniform Shop
- Fun Run
- Easter Quiz
- Year 6 SATs breakfast
- Year 6 leavers treat (ice cream van)
- Refreshments for year group school disco's
- Year 6 leaver's party
- Wellbeing day – postponed

Donations

- Gemma Loveridge – Masks donations to FOSHJ
- Sara Curtis – personal sales for school donations
- Alresford Town Council – Hannah Rose grant application
- Alresford Pigs – Alresford Show
- Private donation
- Crowdfunding for IPad
- Gift boxes from AYA
- Wellbeing Day - £774.50 income taken but expenses to be covered

Donated by FOSHJ

- £152.47 to Winchester Basics bank (following free dress day for harvest)
- £100 to The Men's Shed for Wellbeing Day

Funding Commitments

At the beginning of this academic year (01.09.20 to 31.08.21), FOSHJ agreed to support the provision of a marquee to assist the school in providing an additional covered space for P.E, play, drama and project learning during the winter months. This year the school has been able to change their layout and produce additional space in their new creative wing.

At the meeting held on 15th October, FOSHJ agreed to support the school's aim to purchase new filming equipment as the usual Christmas performances would have to be sent out virtually due to the ongoing pandemic. FOSHJ purchased a new tripod, lighting and microphone system for this purpose and a crowdfunding page was set-up to raise money for a new iPad which raised an amazing £1050.03 which was used to purchase this equipment and film the Year 3 Christmas production and the school Christmas song performances which were all sent to parents to view.

During the last week of Christmas FOSHJ arranged for pupils to decorate gift boxes, purchase sweets for the last day of term, we gave each child the gift of a book with their Christmas meal and Isobel and Hannah came in and took photos for the Christmas photo booth.

In January we used the £1000 grant from ATC to help pay for the new rainbow benches in the upper playground with SHJS paying the balance.

Our additional fund raising projects of the donation station, crisp packet recycling, 2nd hand uniform shop and ink cartridge recycling has been a positive way to make additional income while sending the right message to our pupils. Thank you to Sara, Lorraine, Nolly and Kerry for all your hard work on these projects.

Our brand new Easy Fundraising has also been a real hit making £455.34 with little outlay except the time spent promoting it!

The Fun Run was a huge fundraiser and surprised us all with how much money the pupils managed to raise with their sponsorship, an amazing £3'714.50 once all the bacs, cash and cheque payments were finalised. Thank you Harriet and Louise for suggesting and running this event. It's definitely one for the calendar next year!

The parents and pupils of Year 6 were very grateful for the support of FOSHJ for their SATs breakfast and Leavers week and some were kind enough to donate their end of year school account credit to us which totalled £189.60. This credit will be held by the school and used to cover some FOSHJ purchases going forward, such as the new clothes rail for the 2nd hand uniform shop, colour printing, paper and additional resources.

Summary

FOSHJ is in a good financial position moving into 2021-2022 especially taking into account all of the events, purchases and activities we have supported the school with this year. The Association's policy is to hold a minimum balance of £1,500 in reserve to meet recurrent expenditure. Therefore, available funds in hand at the end of FOSHJs financial year (31st August 2021) were £8'350.97.

I will submit the Charity Commission return for year ending 31st August 2021 by the required date and a detailed breakdown of the income and expenditure will be available on the school website once this has been completed.

To date this financial year (from 1st September 2021); FOSHJ has received income from the Duck Race, the Welcome Back bonfire tickets & bar as well as cash to be banked for 2nd hand uniform. We have also received some lovely donations of equipment from the Amazon wish list.

- Priorities for Fundraising

Annual calendar of FOSHJ events to be put together.

On discussion with school senior leadership team aim to have a target fundraising amount for each event. Breakdown how much each event might raise and communicate this out. Advised each event is passed on to an individual team to run that event. This is to allow engagement of the wider parent community and FOSHJ and to make the work involved more manageable for the committee. Totaliser in the foyer to give information on the fundraising objectives and monies raised so fare. Need to try and engage new parents esp. year 3 parent. Further specific crowd funder after Xmas is suggested.

SG: stereo speaker system in the hall 1-2k, currently the one the school have is not working. Consider stage lightening too. SL to discuss this with Perins to source it and price it looking at 3 different price options.

Longer term fundraising priority is all weather running track with trim trail – approx. 26k. Will take 2-3 years. MUGA used regularly. ID will look into grants to start off fundraising for this. Need short and long term projects

ID will put together calender and send out and if people want to take ownership of an event

END OF AGM

Friends meeting

- Regular direct debit launch

Discussion as to whether form that advises please gives more money and then not be asked to help out should be sent out. More planning needed

- Quiz night: Friday 19th Nov

Discussion around date and ticket pricing for the night with range of options from £5 to £20 per ticket. Agreement of meeting:

Date Fri 19th Nov

Price: £10 pp which includes drink and nibbles.

£200 cash first prize

Pay bar: alcohol left over from bonfire

Spot prizes too

6 people per table.

Paul Rees has agreed to be quiz master- need to check new date with him. If can't ask Emma Crichton.

Different people to write a round each plus table rounds.

- Feedback on Bonfire

Successful. Lots of positive feedback from parents and children. Total raised not yet known but will have raised money despite fundraising not being aim of it.

Suggestions to improve for next year:

1. Hot chocolate make with milk and then put into flasks in advance.
2. Cut off for ticket sales needs to be day before to allow prep for health and safety numbers
3. Kitchen needed to be cleaned and wasn't.
4. Need flasks for PTA.
5. Smores happened too quickly and cut short bonfire.
6. Need rota for the fire.
7. Need plan for bottle recycling.
8. Take large bouncy ball or toys for outdoor play.
9. Need note to say kids own parents responsibility
10. Need more bottles of water or cartons.
11. Start selling tickets in July and sell to infants

Provisional date 23rd sept 2022.

Need to have debrief with health and safety with Perins inc first aid. Hannah is meeting with Ross from Perins soon to do this

- Thank you/Christmas cards

Drawing done by wed 13th. Upload spare template to sun hill parents' Facebook page

Full orders in by after half term. Final orders Fri 5th nov

Should we open it to SHIS? No too complicated

SC and JT offered to undertake order processing

- Recycling and uniform update

Need flyer to go ton Facebook page and newsletter (Nolly will action)

Current uniform system is temporary. Suggestion for direct debit- can set one up for uniform only. Lorraine will do stock take and keep online shop updated.

Teracycle £61.40. Thanks to Nolly, Sara and Kerry for their ongoing work

- Any other Business

Elf day: 3rd Dec- kids to dress up as elf or free dress £ 2 Photo booth

Peter Duncan panto- livestream to school. Cinderella. £1 per person. Cost 150 per school. Jolly bags- kids bring a bag of goodies and swop. ID will look into streaming dates available

Books for Xmas dinner not crackers- agreed. HR will look at what's available in Usborne books

School disco: 16th Dec 5.30-6.30, upper school 6.45- 8 Thurs pm

Suggestion of FOSHJ Jobs board- for upcoming help and volunteering needed in the newsletter every week

Find someone to help register the charity for gift aid

Can wish list/easy fundraising be on newsletter every week under term dates and sun hill parents Facebook?

Investigate space for SHF freezer to allow storage of ice pops? Store in hub kitchen. SL will check

Watercress festival- Sara C to see if we can get the old 345 face painting slot and for also for music festival

Agreement not to do Spring Fair- (lots of work for fundraising return) but instead do a fun event for the children such as a circus

Thank you to Hannah Rose who is stepping down from the committee (although will continue to help as able) for all her hard work- presentation of flowers and tiffin vouchers.

DATE OF NEXT MEETING:

5th November 2021 2pm School

