

Friends of Sun Hill Juniors Annual General Meeting Agenda – Fri 30<sup>th</sup>  
Sept 2022 Sun Hill School

- Present: Isobel Dix, Katrin, Beth Morton, Abigail Jones, Sue Griffiths, Helen Hall, Stacey Lakeman, Estelle Bentham, Lorna Ashton, Claire Tan
- Apologies: Hannah Rose, Jemma Martindale, Sandra Cornford, Sara Curtis
- Minutes of Previous AGM agreed: yes
- Election of new committee:

Isobel Dix chair- proposed: Beth Morton, seconded: Stacey Lakeman.

Treasurer- Stacey Lakeman. Proposed ID second BM.

Secretary- Beth Morton- proposed: ID seconded: SL.

Next AGM July 2023 (held early because committee will be leaving Sun Hill Juniors: Thurs 13 July 7pm- Alrebury Park (Isobel and Beth will both be stepping down then as their children are leaving the school). Tracey Fish happy to be secretary elect. Will undertake Perins required volunteer check and have hand over from Beth in the year

- Chairperson report

#### Chairs Review 2021-2022

Firstly, thank you to Beth and Stacey for their massive contribution to the team. Without them, things simply wouldn't happen. They give huge amounts of energy, patience and time to this group and never complain.

2021-2022 started with the B2S Bonfire, it was a huge learning curve and the first event post-covid. The uptake was huge and we felt unprepared but it happened and was a great success.

We then moved into Christmas cards, thank you to everyone who made them happen. Profits were down on the previous year and therefore a new plan was devised. Sara Curtis will document the process and we are hoping someone will take this on for 2022.

Elf Day created the usual chaos, thanks to all volunteers. It was great to see the children smiling and to give them the photos as a memento. The Christmas panto went down well and we were grateful to Father Christmas for dropping in again and sending the children a Christmas message. The Friends team also enjoyed serving the Christmas lunches again. We were really disappointed as a team that the discos had to be cancelled due to covid

The sponsored read happened for the first time and it would be good to build on the excellent work that Jenny Tabrah put into this. Well done to all the children for reading and we hope it gave families some time together in the colder, darker weeks of winter.

Well-being day was a huge success and it was great to be able to give the teachers a break as well as the children. Now this event has been 'set up', it should be relatively simple to continue.

The discos and leavers events were great fun with some lovely feedback from children and parents. Thank you to every volunteer for making these events happen.

Recycling has continued to evolve with a great team running and coordinating these activities.

Ice pop sales were great and cause some fast and furious sales on the playground and at the sun dial – thanks to all involved and to AYA for letting us sell to the afterschool club.

Without our team, the staff and volunteers, none of this would have happened to enrich the education of the SHJS children. Thank you doesn't seem enough, you are all appreciated and we can't wait to do it again this year!

Sadly, a lot of our team have now moved on and they gave so much. Special thanks to Kerry A, Jo K and Jenny T. Our loss will be your family's gain!!

At the end of this academic year, a large proportion of this team will also move on. It is up to all of us to spread the word and recruit so that the Friends of SHJS can continue to support the school with raising additional funds in an ever-changing education landscape.

Again, thank you, you are awesome.

- Head teacher report:

On behalf of the school I would like to thank all of the Friends for their dedication and hard work again this year. The importance of the work that the Friends do cannot really be measured and the contribution that they make to the school, your time and commitment is invaluable to our school community.

We continue to be under pressure with our school budget but last year, with your support, we have been fortunate to be able to afford to complete a number of projects

(highlighted by the treasure's report), as well as ensuring that the school continues to update its resources. Our budget is going to be squeezed even further this year so the work of the Friends and the additional funds they provide 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 bonfire (which I unfortunately missed last year but was lucky enough to attend this year)
- Elf day, which was great fun (might also be because I do love dressing up)
- Christmas Panto (which I thought was so much more enjoyable for the children and staff and made Christmas Dinner Day more special)
- Well-Being Day (that had such a positive response from children and staff – and we will be hoping to repeat the success this year)
- The end of year discos and Year 6 leavers party
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It goes without saying that the children benefit greatly from the much appreciated additional funds. We are always grateful for contributions from the Friends 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. This year we have been delighted to receive everything you have been

able to provide; the music system in the hall makes such a difference to assemblies, PE/Dance

lessons and other lessons that take place in the hall.

On behalf of the teachers I would like to pass on our thanks for all that you do. We look forward to

the exciting events for this coming year ...

- Treasurer report

Year starting total 1st September 2021 as per previous treasures report: £9'851.82

Year-end total 31st August 2021: £11'550.27

Community Balance: £9'427.14

IAS Reserve Account Balance: £1'953.26

Cash Tin: £169.87

Total income (01.09.21-31.08.22) £11'970.96

Total expenditure (01.09.21-31.08.23) £10'273.40

Event breakdown on previous minutes

SHJS/FOSHJ Activities

Back to school bonfire (2021-22)

- Christmas Cards – Class fundraising
- Family photos with Nicky Wood - commission
- Elf Day, Candy Canes & Photo Booth
- Online Pantomime for each class & treats
- Crowdfund for sound system
- Sponsored Reading Challenge including magnet for every child
- Easy Fundraising
- Donation Station
- Terracycle (crisp packets recycling)
- Ink Cartridge Recycling
- 2nd Hand Uniform Shop
- Watercress festival
- Alresford 10k
- Jubilee event
- Wellbeing day
- Water bottles for school
- Ice pops on Thursday and at summer events
- Year 6 SATs breakfast
- Refreshments for year group school disco's
- Year 6 performance drinks
- Year 6 leavers party
- New sound system purchased for the school and now in place!

#### Funding Commitments

At the beginning of this academic year (01.09.21 to 31.08.22), FOSHJ were asked by Mrs Griffiths to fund a new sound system for the school hall which was agreed.

This was to be our main fundraising aim for the year. We were also asked to build-up some reserve to be used to update the school library in 2023.

We started the year out with our usual Back to School Bonfire which was a huge success and set a precedence for the following year's event which has also just taken place and the amount raised will be reported at the next FOSHJ meeting.

Usual annual events such as the Nicky Wood Photo sessions and Christmas card designs and orders took place alongside some new events such as Elf Day and The Online Christmas Panto which was purchased for each class to enjoy after their festive lunch – this was to replace the “gift/crackers” from previous years and was popular with pupils and staff alike. We also did a crowdfund to start to raise money for the school sound system and raised £828.50.

Our additional fund raising projects of the donation station, crisp packet recycling, 2nd hand uniform shop and ink cartridge recycling has continued to be 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. The crisp

packet recycling has now finished but hopefully we will continue recycling in other ways.

Easy Fundraising has also been steadily creating income for us with a total of £548.92.

The sponsored read in March was a new event for FOSHJ and was linked into World Book Day. We made £927.56 for this event with the money being held for the school library when needed.

FOSHJ were front and centre yet again at the local community events such as The Watercross Festival, Jubilee Celebrations and The Alresford 10k, all of which helped to raise money for the school as well as supporting our community. We also raised donations for the British Red Cross Ukraine appeal (£556.10). The Ukulele Jam were kind enough to donate £1000 to FOSHJ which really helped in

Wellbeing day in May was a massive success with staff and pupils across all year groups thanking us for a brilliant day which only took place due to the donations and volunteered time given by the parents of SHJS. This is defiantly an event the school would like to see in the next academic year

The parents and pupils of Year 6 showed their gratitude again for the support of FOSHJ for their SATs breakfast and leavers party. Some were kind enough to donate their end of year school account credit to us which totalled £274.35. This credit will be held by the school and used to cover some FOSHJ purchases, paper and printing over the next year, we have already taken advantage of this as the fund helped to cover all our printing costs for the Back2School bonfire.

The end of the year was hectic as usual and FOSHJ were able to provide drinks for the Year 6 leavers performance, a disco (despite the hot weather!) for all year groups, ice pops each Thursday afternoon and the Year 6 leavers party at the Alrebury.

Finally as they year came to a close the new school sound system was fitted, in place and ready to use for the new school year. FOSHJ donated an amazing £4'645.75 for this – well done everyone!

Summery

FOSHJ is in a good financial position moving into 2022-2023. The Association's policy is to hold a minimum balance of £1,500 in reserve to meet recurrent expenditure. Therefore, available funds in hand from the remainder of the IAS fund, the community fund and cash-tin at the end of FOSHJs financial year (31st August 2021) were £10'050.27.

I will submit the Charity Commission return for year ending 31st August 2021 by the required date and a 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-30th September 2022); FOSHJ has received income from the, the Welcome Back bonfire tickets & bar as well as cash to be banked for 2nd hand uniform.

Looking ahead we have been asked to fund the training of a member of staff in forest school and possible equipment for this. We also need to continue to hold and add to the money in place for the school library refurbishment for summer 2023. I have also been asked if we would consider fundraising again to replace the stage lighting in the

school hall which would link-in with the new sound system for plays and productions approximately £1500-£2000.

- Feedback on back to school Bonfire

Thank you all for helping and to Simon for the weather report. Seemed a success. Thank you to all the teenagers from Perins that helped. They were great. Made around £800 (£180 from raffle). Exact amount to be announced at next meeting. Children enjoyed being on the field and Rebecca was great on the bonfire. Better not having the hot chocolate. Crisps sold well. Some feedback that some parents would like it to start later. But difficult to clear up later as dark and teachers are staying on. Maybe bring out food a little later? People seem keen to have it next year. Next committee will need to think about ticket sales and prep and health and safety planning.

- Thank you/Christmas cards

Plan was to do it sooner- being designed by children today in school. SC leading on this. Need to be sent on Monday. And we should be able to get the early bird deal. Orders need to be in on October 19<sup>th</sup>. Next year if someone has capacity to run this then could do thank you cards aswell. The order form will be sent to parents for them to order on line. This will be communicated to parents via the newsletter soon. (SL to action in communication with SC)

- Recycling and uniform update

LDS happy to continue running uniform. Several bags have been donated recently but still needed to be sorted through. Ink cartridge recycling still ongoing- cartridges were donated to oakleaf so new drop off point needed (there is one in the school foyer). ?One of the estate agents. ID will liase with charters. Message in newsletter looking for someone to run this (as currently Kerry Appleton who is no longer in FOSHJ). Lorna A happy to take over this job ( thank you )

Donation Station and bags2school currently run by Sara C. Estelle B happy to take this on from her when she is ready to handover. Future ideas for recycling - ?toothpaste. SG will liase with AC re this at school council . Part of eco award for the school?

- Any other Business

Some left over wine from BTS bonfire. Can be served at paying bar at Year 3/4 xmas performances – wed 30<sup>th</sup> 5pm ( performance to start 5.30) and thurs 1<sup>st</sup> dec 6pm ( performance to start 6.30). Idea to get bar licence and sell drinks then prior to performance. Set up bar in year 5 wing. Will need several volunteers nearer the time.

Beth would like to minute her ( and the rest of FOSHJ) gratitude and thank you to Isobel for all her hard work as chair of FOSHJ in the last 2

EB will liase with FOSHJ and town council re important dates

Reminder about easyfundraising on  $\frac{3}{4}$  xmas performance programme

Parents forum due to restart soon. Mrs G will be sending out dates

**DATE OF NEXT MEETING:**