

Friends of Shortlanesend School Parent Teacher Association

Registered Charity No. 1106602

Annual General Meeting Wednesday 2ndth Oct 2024

Minutes

In attendance: Leanne Whitford, Emma Mclary, Lara Scott, Amy Vincent, Sue Bown, Lucy Chamberlain, Katie Jose, Ginny Hosken, Lana Walker

		Action
1	Apologies:	
2	Minutes of 2023 AGM, Chairs Report 2023-2024 and Treasurers report 2023-2024 available for reading.	All read and agreed.
3	<p>Plans for Autumn term, Christmas.</p> <p>Disco Date? Theme?</p> <p>Non-uniform day? Chocolate and Booze Tombola</p> <p>Bag2school date- 12/11/24</p> <p>Christmas card fundraising project already begun. Teachers completing by Friday 11th October. Dates for ordering before Sunday 10th November. Orders returned by 26th November.</p> <p>Uniform Pop up, Date? Christmas Jumpers?</p> <p>Other Christmas activities?</p>	<p>Disco Theme, 'Sparkles and Glow'</p> <p>Date for WB 5/11 or 12th/11 needed from school.</p> <p>Em to ask Ryan for dates.</p> <p>Last day of term? Date needed from school.</p> <p>Need leaflets for parents.</p> <p>Lucy to collect and post. Letter to parents-Lucy</p> <p>Date needed from school, WB 5.11.24 before bag2school</p> <p>Teachers to decide if they do craft stalls again? FOSS will do a chocolate tombola, bottle tombola and hot chocolate stall. Date needed from school</p> <p>Lucy to do letter for parents next week with all dates.</p>

4	<p>Longer Term Planning? Other key dates (eg Fair, BBQ)</p> <p>Any fundraising ideas for further ahead? Bingo?! The fun run? Auction/Raffle? Fair Date- Easter? BBQ</p>	<p>Rainbow days! Multiple days in Jan/Feb/March for rainbow themed fun activities. -Non uniform day with donations for a rainbow raffle instead of bingo. -Rainbow run- date tbc – WB Easter?</p> <p>Fair date- May- need date from school</p> <p>BBQ- Mr W festival idea. Organise separately? Lots of FOSS members children leaving this year.</p>
5	<p>Requests for funds. <i>Any requests from school for FOSS funds for anything?</i> Trips- total donated- around £800 donated.</p> <p>Sensory Garden Budget. – Children consulted with next steps. Artist project?</p> <p>Christmas Presents- Leanne on the case with book deals.</p> <p>Grandparent donation, thank you letter?</p> <p>Pianist organised for Christmas concert.</p> <p>Author visit in spring- Hopefully Sarah Tagholm booked for Infants. Ideas for Juniors? Illustrator?</p> <p>Possible Rainbow day activity? Link to sensory art project? Or music?</p>	<p>School to feedback ideas from children. Lucy to liaise with school about potential creative project involving children using sensor garden budget.</p> <p>Purchased.</p> <p>Lucy to ask teachers.</p> <p>Ginny has organised this.</p> <p>Lucy to check with Sarah Tagholm, FOSS agreed to buy some of her books if she comes.</p> <p>All like illustrator idea. Lucy to research and liaise with school, could link to rainbow days!</p> <p>Samba Day? CMST?</p> <p>Great Fire of London play that Lara found?</p>
6	<p>Election of Officers and Trustees of the Committee</p>	<p>All agreed remain the same.</p>

	Nomination and appointment of Chair, Treasurer and Secretary for the coming year and any transition arrangements for responsibilities!	
7	<p>Sensory Garden Project</p> <p>Finally underway. Further work this weekend. Tesco report needs completing by end Oct. Update with budget.</p>	<p>Ongoing, 1st stage almost complete, Nigel coming this Saturday.</p> <p>After this stage hopefully some more control and able to do ourselves a bit.</p> <p>Discussed use for all children, timetable?</p> <p>Consider a sensory garden opening?</p>
8	Any other fundraising ideas?	<p>Tea Towels, first and last year. Organise around Easter? Hot Chocolate Sales Rainbow raffle Asda App. Lucy to add to newsletter. Village leaflet drop for lottery.</p>
9	AOB	<p>FOSS to ask if items for sports day needed. Extra trophies? Podium, frame for photos, rosettes/stickers/medals etc. Tuck shop idea?</p> <p>Ideas to recruit new people- Advertise specific tasks on FB, try a list of people who can help but would prefer not to meet? Leaflet for new parents at new parent meetings or at beginning of new term.</p> <p>Agreed Sue to have BBQ to clear room in shed.</p>
10	Date and time of next meeting	TBC

School Address-

Shortlanesend School, Northey Road, Shortlanesend, Truro, Cornwall, TR4 9DA.