

# Friends of Mugginton School (FOMS) Annual General Meeting – Thursday 13<sup>th</sup> October 2022

Attendees: Rachel Hutchinson (RM), Chair; Maggie Bennett (MB), Treasurer, Laura Bennett (LB), Natalie Archer (NA), Debbie Waller (DW), Kelly McLaren (KMc), Fran Green (FG), Sarah Birks (SB), Amie Hardwick (AH), Kythe Beresford (KB, attended via Zoom), Joseph Green (minute taker, attended via Zoom).

1. No apologies for absence were received.
2. Nobody declared a pecuniary or personal interest.
3. RH reported that the previous AGM was held on the 8<sup>th</sup> October 2021.

## **Matters Arising**

### **4. FOMS Roles for the year.**

Patricia stepped down as secretary on the 23<sup>rd</sup> March 2022. Thank you Patricia for giving your time to the role.

RH went on to propose the following new FOMS arrangements:

- a) RH to continue as Chair (unanimously supported)
- b) MB to continue as treasurer (seconded by LB)
- c) The secretary role to be split because of the many requirements it brings – minute-taking; social media; ticketing; fliers. Thank you to Lisa for holding the secretary role last year.
- d) RH proposed a new role of vice chair. Unanimous that positions are right.

### **These four proposals were unanimously agreed**

### **5. The new secretary role**

RH proposed NA for part of the secretary role, with responsibility for graphics, fliers and tickets, but not minute-taking. Minute taking would be done by the new vice chair so the workload is fairly shared.

RH requested that school continue to support FOMS social media work by sharing their events, adverts and news via the school website, Twitter Feed and Facebook page. JG is very happy to do this.

The FOMS Twitter Feed is to be run by AH & LP who hold the login details. Lisa to run any additional social media alongside NH's advertisements. Seconded by FG

### **It was unanimously agreed that NH take part of the new secretary role as described above.**

### **6. The new vice-chair role**

RH proposed KMc as vice-chair and set out her vision for the new role:

- a) Chairing meetings in RH's absence
- b) Taking minutes for meetings
- c) Contributing a FOMS section to the school newsletter, which would be required at most once per month

RH emphasised that she saw this as her last year in her role as chair and believes it is important to establish clear succession plans.

KMc is agreeable to taking more responsibility (thank you) but made clear that her family commitments as well as her husband's work commitments mean she could not dedicate significant time to the role and may not always be available. After discussion of how best to split the role and support KMc, it was proposed that

- a) KMc share the vice-chair role with LB and AH
- b) DW will take a greater role next year when her youngest child joins Mugginton

**The proposals for the new vice chair role were unanimously agreed.**

## **7. Updating the Charities Commission Website**

Patricia was thanked for her work updating the charities commission website information last year. RH confirmed that we have the login and password for the website and that it will be monitored closely and updated once the AGM minutes are complete.

## **8. Finance Report from MB**

Everybody expressed their thanks to MB for taking the time to prepare and circulate such a detailed financial report.

MB reported a total profit for the previous year of £1600. Thank you to everybody who has contributed to this figure.

The current balance is a little over 3k. Thank you to all.

FG asked for the least profitable event. MB reported that this was the Jubilee party because of the significant expenditure necessary for the event. However, it was a major national event and all agreed that it was right to recognise and celebrate the jubilee as a community event.

All present were keen to thank FG for the terrific wreath workshops she ran last year which raised large sums and were enjoyed by all. We are delighted that FB has agreed to run wreath making workshops again this year.

## **9. FOMS Bank account signatories**

MB explained that the parent on record as the account signatory no longer has children at the school and it would be necessary to add new signatories to update the account. MB proposed herself and RH as the new signatories for the year.

**It was unanimously agreed that RH and MB become the new FOMS bank account signatories.**

## **10. Playground Fundraising**

RH set out FOMS fundraising goal for 2022-2023: to raise 20k for the school playground refurbishment.

FP McCann have kindly donated 2k to support the work. This is extremely generous and it was agreed that we extend our thanks to the company personally and through our social media outlets. LB proposed inviting a representative of FP McCann to the end of term service.

RH set out other funding avenues she was exploring

- a) She indicated the Church (PCC) might choose to donate to the fund. More will be known following the next PCC meeting
- b) A local resident and Church Warden, Mrs Sue Auden, is a supporter of the school and is keen to run a local community coffee morning and donate the proceeds to the playground fund.

Thank you, Rachel.

RH proposed approaching other businesses to request funding and support. The following companies were suggested: Will Bond; Build Base; Browns; Bowyer and Kirkland; Leicester Lowe; Rolls Royce; Manchester United Football Club; Derby County Football Club and David Lloyd Leisure Club.

A discussion of online Funding Page options continued. It was emphasised by RH and SB that any donors must be asked to use Gift Aid.

RH proposed that MB and LB research the various funding page options and choose the site best suited to FOMS needs and set it up.

**This proposal was unanimously agreed.**

### **11. Key Dates in the FOMS and school calendar**

Friday 21<sup>st</sup> October: school end of term Church service. FG agreed to prepare home-made alcohol-free cider to be sold. Thank you, Fran.

SB proposed sending child-prepared invitations to Friday's church service and upcoming FOMS events to the community. JG agreed that this was an excellent idea and KB agreed to help the children to prepare invitations and distribute them to local homes.

Friday 2<sup>nd</sup> December Christingle Church Service & Wednesday 21<sup>st</sup> December Carol Service. Raffle tickets to be sent home with children to be sold further afield with prizes to be decided.

Thursday 15<sup>th</sup> December Christmas Fayre. RH requested information about how many tables the children require for their stalls. It was agreed that once the number of available tables was confirmed, external companies would be offered the chance to run a stall at the Christmas Fayre. JG to update RH by the end of this half-term.

FG's Wreath Making workshops are set for 28<sup>th</sup> & 30<sup>th</sup> November and 2<sup>nd</sup> December in Darley Abbey. Thank you Fran.

Friday's football match was discussed and it was agreed that half-time oranges and a balloon arch (!) be prepared. Thank you, Amie!

Next Meeting: Thursday 3<sup>rd</sup> November