

# MINUTES

## Friends of Crossflatts Primary School AGM meeting

5<sup>th</sup> January 2024

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### In Attendance

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Alex Ingham (Chair), Chris Smith (Treasurer), Ann Cossavella, Alison Powney (Secretary), Hannah Clifford, Suzanne Hatherley, Zhaneta Veliaj, Dawn Boucher (Minutes), Libby Molineux, Claire Dyson Nicola Bennett (Headteacher), Katy Sugden (Business manager), Ravinder, Amy Morgan [via Zoom]

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### Welcome and Initial business

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AI welcomed all gave initial introductions. Thanks given by AI to everyone who has helped in any amount this year.

- Key dates for 2024 discussed and agreed as follows:
  - o Fill a Smartie Tube – *Send smartie tubes home with children on Thursday 15<sup>th</sup> Feb and to be returned on Thursday 22<sup>nd</sup> February*
  - o 9<sup>th</sup> Feb Welcome to FoC Coffee Morning? *(Date confirmed for Friday 9<sup>th</sup> Feb and can be held in The Willows building. (We can also hold our coming monthly meetings in the The Willows)*
  - o 26<sup>th</sup> March Easter Disco – *KS to book Andrew Wilkinson-DJ*
  - o 11<sup>th</sup> July Rose Day
  
- KS & NB were asked whether there were any upcoming projects/ ideas that would be helpful to receive contribution of funds from FoC. Asked if could support getting new Ipads for school which would benefit all years. All in agreement. *(Amy to speak with personal contact re. any discount with Apple. AI & KS to discuss further with quotes.)*

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### Treasurers Review & Report (CS)

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The budget for the previous school year was distributed by Chris (see separate report for specific details). An amazing £9,031.45 was fundraised via FoC events last year! Few further points discussed and actions created;

- The amount under 'Prizes and Rewards' was queried as being a little on the high side by AI. CS agreed to share further breakdown to clarify. (Has since confirmed £500 was for Attendance kiosk & remainder was for Yr6 end of SATS – pizza and ice cream)
- Tonic Boxes; unclear whether there will be a recurrent cost to update/ renew the tonic characters. *AI to clarify with KS to be able to account for in 2024.*
- £80 excess in the bank account that isn't accounted for. Chris is unsure where the discrepancy is from. *To reconcile the bank with spreadsheet at the end of every term to ensure up to date moving forwards.*

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### Chairmans Overview (AI)

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AI shared an overview of the year (see agenda). More specific discussions were held on specific matters;

- Christmas Fair – initial reflections shared. Overall a very successful event and raised more money than the previous year. Is already planned to formally review in next meeting.
- Bank Card for committee members – *To get Suzanne as Trustee on bank card.*
- Membership – AI welcomed if any member wishes to get further involved or take on more of a specific role to get in touch and she would be happy to support.

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## 2023 – 2024 Activities

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- RAAC impact on events; was confirmed that Rose Day could still go ahead within school. *AI to discuss with KS about applying to Bradford council for inflatables. Libby & Dawn to discuss with Fisical Sports around their inflatable hire.*
- JustGiving donations trialled to raise money to show appreciation for teachers during RAAC difficulties, was successful and have been able to treat teachers to delivery of treats in November and hot drinks van in December. *AI to send out thanks email to all who donated on JustGiving page. AI to transfer money across from JustGiving account to FoC bank account.*
- Increase local company sponsorship; Have had some fantastic sponsorships from local businesses however would be beneficial to try and increase this further. *Zhaneta to ask Dandy Arts if interested in sponsoring.*
- Trialled online volunteering app; reflected felt to be better having a system where all in one place, and next time to consider how splitting up the time slots, making them clearer and providing small descriptions of what the task entails from volunteer. *To discuss further when planning Rose Day.*
- Engagement in FoC from families (not exclusive but including parents, caregivers, grandparents) in lower years for sustainability as core members move on; suggested a coffee morning to provide opportunity to meet parents FoC and provide information. Agreed a coffee morning might help. Suzanne, Dawn, Libby, Alison offered to facilitate. *Coffee morning date agreed Friday 9<sup>th</sup> February 08.45am. AI to clarify with KS if possible to hold in the Willows-since confirmed this is possible. Zhaneta to enquire at Dalesway as alternative venue.* Suggestion of creating a leaflet with “who we are” and photos of members to provide a face/ may break down possible barriers. *Dawn agreed to support this.*
- Smarties Tubes/ Raisin’ money with Raisins?; suggestion of alternative, however it was felt to keep Smartie tubes and reiterate can be filled with as little or as much as families are able to give (doesn’t have to be full).

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## Any Other Business

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- Pedestrian crossing on the road outside school; LM raised worries around the road safety for families/ children crossing near to Tesco Express and shared she is currently discussing with local council how to try and get a crossing. FoC agreed with the concerns and would support as much as possible.

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## Next Meeting

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Tuesday 6<sup>th</sup> February 9am (venue to be in The Willows)

Wednesday 7<sup>th</sup> February evening on Zoom