

# **SCOFFS Annual General meeting**

**Tuesday 20th September 2017**

## **MINUTES**

### **1) Welcome, apologies and Introduction to agenda**

The following were present :

Mark Walker, Jo Gibbins, Helen Winchester Hine, Sam Brown, Shaun Kent, Ruth Helen, Tracy Lamb, Ellen Francis, Heidi Morgan, Cllr Linda Vijeh, Kirsty LeFeuve and Kate Murdoch

Apologies : Glena Wellman, Mike Morgan

A warm welcome was given to everyone. SCOFFS were congratulated for raising over £15,000 over the years they have been meeting. An amazing total so far.

### **2) Minutes of Last Annual General Meeting, 20th September 2016**

Proposed : Jo Gibbins

Seconded : Heidi Morgan

The Minutes of the last Annual General Meeting were approved.

### **3) Matters Arising**

None

### **4) Adoption of the constitution**

The following changes are to be made for the coming year

Point 5. To be amended to: SCOFF shall appoint a President who shall be expected to be the Head Teacher

Point 9. to be reduced from six members to five

Point 17. to be amended from ten members to six members.

Point 20 : AGM September 2016 to now read AGM September 2017

Proposed : Tracy Lamb

Seconded : Shaun Kent

The Constitution was adopted

### **5) Chairperson's report :**

The report was read out as follows :

Firstly I would like to thank everyone for their help and support; we have had another very successful year of fundraising for the children of Swanmead School. I would

particularly like to thank Heidi and Mike Morgan for the sterling work as treasurers and Sam Brown who has supported Swanmead school and SCOFFS for many years while her three children have been at school here. And any others that are stepping down following their children's move to new schools.

We have raised a fantastic amount of money and at the same time had some great social events. We have been involved in the Christmas celebration evening, quiz night, BBQ, and the highlight of last year again was the race night, which was again a very successful and very enjoyable evening, raising another vast sum! The BBQ this year was also a very enjoyable and successful evening, we raised one of our largest amounts to date. Over all of our events in the last year we have raised nearly £3,000 and during the year we have been able to help purchase many things for use across the school, things like history visits, themed days, revision guides, sports equipment and lots lots more!!

Again we are trying a substantial fundraiser in the autumn term, with a Barn Dance, hopefully this will be a successful SCOFF family event, last year's event clashed with other events in the town so we are doing it slightly later in the term, which is 10th November. Get it in your diaries and let your friends know.

During the last year we have created our own fundraising page with Easy fundraising if you haven't signed up please do and encourage friends to do the same. This is an easy way to raise funds for the school as each time you shop online certain retailers will donate a percentage to us. We will promote this in Newsletters and face book so look out for details.

I would also like to personally thank Mark and all his teachers for their support at our events. They are almost always at our events and it is great to have them there, they always bring fun and enthusiasm to the events!

## **6) Treasurer's Report - Presentation of accounts**

A summary of receipts and payments was distributed. It has been a really good year. The sole purpose of raising funds is for them to go back into the school.

We entered the school year with a healthy balance of £1,920.56. The amount raised during another fantastic fundraising year was £3,206.47 which is an increase of £300 on the previous year.

This year we have given a variety of departments a total of over £2,500 leaving us with a closing balance of £2,563.16

The accounts are up to date but are not yet audited The accounts were passed on at the meeting in order for this to take place.

**7) Election of new committee; Chairperson, Secretary, Treasurer and four named parents who form the core Committee**

Chairperson : Jo Gibbins

Proposed : Ruth Helen                      Seconded : Heidi Morgan  
Approved

Secretary : Ruth Moran

Proposed : Jo Gibbins                      Seconded : Kate Murdoch  
Approved

Treasurer : Tracy Lamb

Proposed : Jo Gibbins                      Seconded : Kate Murdoch As  
Approved

Named persons : Mark Walker, Kirsty LeFeuvre, Shaun Kent and Ellen Francis  
Facebook admin : Ruth Helen and Jo Gibbins

**This concluded the business of the Annual General Meeting.  
The meeting was handed over to the Chair**

**8) Plans/Suggestions for the year**

Open Evening : 4th October 2017

A SCOFF stand is to be located in the corridor near the office with leaflets available. We hope to have the stand manned from 6:30pm to 8:00pm

Next SCOFF meeting 10th October 2017

Barn Dance : 10th November 2017

The band are happy to support the event again this year with a reduced rate of £100.

A licence for the bar is required.

Further discussions will be held on this and other future events at the next meeting.

**9) Requests for Money from School Departments**

<b>Curriculum Area</b>	<b>Staff Member</b>	<b>Description</b>	<b>Amount Bid For</b>	<b>Decision</b>
Maths	Mrs Perratt	Mangahigh My Maths KS3 Homework	£500	Agreed
English	Mrs Donkersley	Shakespeare for Kidz play £400 KS3 Texts for year 8 £100	£500	Agreed
English	Miss Kirk	KS2 CGP Revision Guides for year 6	£300	Agreed
English	Miss Kirk	K3 Spellzone Programme	£229	Agreed
Art	Miss Rose	x 17 set of watercolours Class set	£80	Agreed
		Total	£1609.00	

**10) AOB**

There being no further business the meeting ended.

Next Meeting 10th October 2017 at 6:45pm