**Friends of Priory School**

Charity no: 1085742

**AGM**

Wednesday 7 October 2020

Via Zoom

7pm – 8pm

**1. Present**

Jim Endersby (Chair), Liz Webb (Secretary), Amanda Burgess (Community Liaison & Income Generating Manager), Jen Lelliot, Quincy Whitaker, Tony Smith (Headteacher), David Clark, Fiona Griffin, Emily Kramers, Tony Bartholomew, Anna Cole, Claire Colburn, David Graham, Felicity Carter

**2. Apologies**

Juliette Mitchell, James Williams, Lucy Day, Nicky Aisher

**3. Minutes of the last AGM**

The Minutes of the meeting on Wednesday 25 September 2019 were accepted as an accurate record.

**4. Annual Report by the Chair**

Jim Endersby reported. It has been a weird year. A lot of planned events were cancelled. There was a Christmas Concert with a Craft Fair. The Friends of Priory refreshments committee recruited volunteers, decorated the hall, ran a bar, and helped with the raffle. Activities continued until lockdown. We are hoping to reschedule some cancelled events. We are now thinking about online events to raise funding for the exceptional needs the school has.

A highlight of the year was the opening of the new science labs, refurbished with funding from the Friends of Priory. After-school activites including the Science Club are curtailed at the moment but we hope they will resume in the future.

Thank you to everybody who has helped with Friends of Priory events over the last year. We have a regular committee and an ever-changing list of volunteers who help at events. Particular thanks to Liz Webb, Secretary.

**5. Treasurer’s report**

Adrian Keitch presented his Treasurer’s Report.

The largest chunk of income comes from Committed Giving – regular monthly donations from parents and carers. This provides most of the income –£14,029. Other fundraising highlights are the Christmas Raffle which raised £1,023 this year. We also received income from the Art Auction that took place during last financial year - £3,369.

Amanda Burgess has been working very hard to sell old science and art equipment. This income will go back to the school via the Friends.

The total income for the year is £21,441.89. Expenditure of £3,740.05 included a donation of £3,000 to the school and buying stock for refreshments at events.

Surplus income over expenditure for the year is £17,701.84. We have a very healthy balance of £33,660.12. We are in the process of changing our bankers so we have not yet made the agreed donation of £3,000 to the school.

There is a Cash and stock item on balance sheet: £500.48. This has been in the accounts for a while and is not an accurate figure. Amanda Burgess has done a stock take and we need to make an adjustment. Adrian recommends making this adjustment in this new financial year. This was agreed. The accounts will stand as presented.

The accounts were accepted by those present at the meeting.

**6. Election of Committee:**

The following people were duly elected:

Chair: Jim Endersby was re-elected

Vice-Chair:

Treasurer: Adrian Keitch was re-elected

Vice-Treasurer:

Secretary: Liz Webb was re-elected

The refreshments committee is: Fiona Griffin, Emily Kramers, Liz Webb

The following offered to get involved in future planning and events: Felicity Carter, David Clark, Clare Colburn, Tony Bartholomew

**7. Any Other Business**

Tony Smith: thanked the Committee and all the helpers and hoped we can carry cancelled events over to future years. Every penny raised really does count. The school budget has been well managed but the school wouldn’t have been able to do lots of things without the help of the Friends.

Jim Endersby: we wait for the school to tell us what they need. We look forward to working with the school.

David Graham: year 7 parent. How does the money work? How does it operate?

Jim Endersby: the school gives us funding priorities and sets out financial targets. The committee meets to discuss those. We will raise as much money as we are able to. The committee is very welcome to discuss and set targets.

Felicity Carter: proposed some fundraising ideas. She was in the recent Friends of Southover meeting. A used uniform sale?

Art Auction: Southover are planning to do an online art auction and an online quiz. Parents pay to join. Felicity could help to run the quiz. It would be a good way of getting year 7 parents together.

Liz Webb: there is a second-hand Uniform shop run by Amanda Burgess. Not sure how this is operating at the moment.

Liz Webb: Thanks to Helena Pickup for many years of help with stock buying, stock taking and running bars.

Jen Lelliott proposed starting a WhatsApp group and offered to set it up. Please send mobile numbers to Jen Lelliot. 07931 525356 who will set up.

Jim Endersby: proposed setting up a Committee meeting soon to discuss online fundraising events.

**8. Date of next meeting**

Usually 7pm on a weekday evening.

**Wed 14 October at 7pm via Zoom.**

Liz to set up Trybooking again.