
The Friends of Lady Joanna Thornhill (Endowed) School

(Charity number 298123)

AGM MINUTES

Location:	The HUB at Lady Joanna Thornhill (Endowed) Primary School & Google Meet
Date:	17 October 2024
Time:	2:30pm
Attendees:	Steph S, James D, Penny W, Laura S, Natalie S, Ali W, Elspeth D, Online - Rebecca H, Cath H, Katrina S, Luci, P
Apologies:	Amanda MacLean, Sarah Smith, Lydia Capon, Melisa Newbury,

Agenda details:

Previous Minutes

- Minutes of the Annual General Meeting held 18th October 2023 - James propose Penny second

Key Discussion Points

1. Fundraising Success

- Events like the **Christmas fair** and **Summer Fair** raised significant funds.
- A total of **£12,711.26** was raised, used for key initiatives, including the purchase of **14 laptops** for classrooms.
- The **fireworks event** was cost-neutral despite high expenses, mainly due to the poor weather.

2. Financial Report

- Elspeth reported:
 - Total expenses: **£7,969.90**.
 - Ending balance: **£10.22 deficit**.
- The largest expense was the **fireworks event**.
- It was requested that the profit and loss for the main events are shares. The committee acknowledged this should be done, but advised this process has been more complicated due to the lack of treasurer.
 - NOTE - These have been compiled post event and shared in Appendix A

3. Community Engagement and Environmental Initiatives

- Emphasis on offering children unique experiences like the circus, pantomime, and fireworks.
- Focus on reducing waste and environmental impact at events, including efforts to reduce single-use plastics.
- Projects like the kitchen item appeal, **Tesco blue token campaign**, and the revitalized **second-hand uniform shop** were highlighted as crucial community-building initiatives.

4. Committee Roles and Constitution Update

- Announcement of the resignation of the current Secretary and ongoing search for a Treasurer.
- Approval of the updated **Parent Kind constitution**, enabling virtual meetings.
- A vote confirmed the adoption of the updated constitution.
- Ali introduced a 2024–2025 vision:
 - Strengthening community ties.
 - Investing in volunteers.
 - Providing children with enriching opportunities.

5. Feedback on Funding and School Impact

- Highlights included:
 - Improvements like the **performing arts studio**, **pupil kitchen**, and enhanced school garden.
 - Positive feedback on the funding's impact on creative play opportunities and overall school environment.
 - Acknowledgment that breaking even on expenses is worthwhile when providing valuable experiences.

6. Acknowledgments

- Thanks extended to sponsors, volunteers, and the school community for their contributions.
 - Ali expressed excitement for upcoming events and encouraged more community involvement.
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Action Items

- **[ACTION 1]** Schedule a meeting in the next few weeks to plan the **Christmas fair** and other upcoming events.
 - **[ACTION 2]** Finalize and witness the signing of the updated constitution with the school.
 - **[ACTION 3]** Promote the **Asda school rewards program** to generate additional funding.
 - **[ACTION 4]** Recruit a new Treasurer for the committee.
 - **[ACTION 5]** Plan and organize a termly **family-focused event** to strengthen community bonds.
 - **[ACTION 6]** Implement measures to reduce **single-use plastics** at future events.
 - **[ACTION 7]** Share breakdown of Profit and Loss accounts for the main events.
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Closing Remarks

- The meeting concluded with optimism for the upcoming year and a renewed focus on collaboration, environmental responsibility, and enriching experiences for students.
 - A call was made for increased community participation and support in future events.
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Minutes prepared by: Elspeth Dunn

Appendix A

Main Event's Profit and Loss

Event	Amount Taken	Expenses	P/L
Quiz Night 2023	£452.00	£6.00	£446.00
Fireworks 2023	£5,462.24	£5198.19	£264.05
Christmas Fair 2023	£4298.31	£1014.44	£3283.87
Cake sales (all Year)	£835.06	£0	£835.06
Christmas Jumper Exchange	£86.00	£0	£86.00
Pre Loved dress up sale for World Book Day	£42.50	£0	£42.50
Pick a Present (x2)	£724.00	£213.64	£510.36
Treasure Hunt	£185.00	£55.75	£129.25
Summer Fair 2024	£5,791	£1,078	£4,713
End of school disco 2024	£205.71	£200.59	£5.12
End of School Open Evening	£690	£0 used left over supplies from Summer Fair	£690