

## Minutes of FoCHS Annual General Meeting

Thursday 1 October 2020

9.00am via Zoom

### **1. Apologies for Absence**

None.

Attendees: Susan Tetherton; Maureen Barnard; Claire Osborn; Kiran Arora; Victoria Moyses; Nicola Futter; Lisa Sharp; Linda Biggs; Stacey Cummins; Jagdeep Chahil; Angela Szucs; Victoria Pughley; Louisa Richards; Ellice Kilic; Philippa Bhardwa-Sharp; Aku Caliph.

### **2. Chair Update**

The Chair gave an overview of FOCHS, our objectives, and current members of the committee. She then provided an overview of the work that FOCHS did during the last academic year and the successes we had in increasing visibility and engagement.

Highlights included:

- Glow in the Dark disco (NEW, Nov 2019); our Christmas events (the Fayre, raffle, gift shop and Santa and reindeer visit); Living Eggs (seeing eggs hatch) and Living Things (visiting animals for Reception to tie in with curriculum, NEW, March 2020); Movie night (March 2020).
- The revamped nearly new uniform hut;
- The 36 iPads we bought for use across the school during lessons; our contribution to a new PA system; class of 2020 hoodies for year 6 (July 2020).

The Chair stressed that none of these events/ successes would have been possible without the dedication of the team and our volunteers.

The Chair also reflected on the fact that we had to postpone a number of events such as the book fair; Easter animals; and Easter Hop Disco for Reception and Year 1.

Despite FOCHS being limited in the events and activities we are able to provide for the children this term, the Chair still welcomed volunteers to help with the work we do and share ideas they have for how we can make our children's time at school even better.

### **3. Secretary update**

The secretary provided an update on the stakeholder engagement work during the year. Headlines are as follows:

**Pupils:** FOCHS attended the School Council in the Spring Term to gather ideas from pupils and their teachers about what FOCHS could be doing for them. The closure of the school meant we did not have an opportunity to return to the School Council to receive feedback, but we will seek to join a School Council meeting again this year to gather ideas.

**Parents:** Our **class reps** system – established in at the start of the last academic year – has worked well, giving us a direct route to parents for communications and giving parents a familiar (or at least close at hand) face of FOCHS for feedback.

We provided more information about what we do and who we are in the CHS **newsletter**, increasing the visibility of the work we do and ensuring people know how to get in touch. We ran a **steering meeting** (due to be termly) to give everyone the opportunity to influence what we do for the children.

There were several events and comms specifically around the **iPad** purchase, supported by Mrs Osborn and Miss Lovejoy.

**Staff:** We worked closely with staff on events such as the disco and Christmas Fayre. The leadership team are most welcome at our meetings and we are grateful for their attendance.

#### **4. Treasurer Update**

The Treasurer provided a separate document with information the charity's financial position for the y/e 31 August 2020. She also gave an overview of our expected financial position going forward. The headline is that we have, and expect to continue to have, a healthy running balance.

The most profitable activities last year were the revamped nearly new uniform shop; the Oak Tree Fireworks; the Christmas gift shop; the movie night and Christmas raffle. The tuck shop, disco, Christmas Fayre and Easter raffle also turned a small profit.

The main expenses for the year, as in previous years, were the Christmas events – the pantomime trips and the reindeer visit. Last year also saw the first iPad instalment of £5,000 in the summer term.

For the y/e 31 August 2020:

Income:	£8,852.27
Expenses:	£16,439.29
Surplus:	-£7,587.02

Total funds (including previous surplus): £8,697.78 plus a savings balance of £2,111.16

Going forward, our iPad contributions will be £1,500 per term, paid for by the termly contributions of £10 per family, until the cost of the iPads is met. The cost of the wet play toys (approx. £1,000), recently purchased by the school and funded by FOCHS, is expected to be covered by the takings of the nearly new uniform hut this term. (The hut took £650 in September).

For the nearly new uniform hut, we are encouraging bank transfers rather than cash payments and will look into contactless payments for the future.

#### **5. Permission for Adventure Playground**

Granted by the Committee.

#### **6. Election of the New Committee**

The Committee is very pleased to re-elect Susan Tetherton as Chair; Victoria Moyses as Treasurer; and Kiran Arora as Secretary. The Committee has thus been elected as follows:

Susan Tetherton – Chair  
Victoria Moses – Treasurer  
Kiran Arora – Secretary  
Lisa Sharp  
Linda Biggs  
Nicola Futter

## **7. Discussion of Autumn-term Activity**

Whilst we will be unable to run many of our usual events we discussed what is planned and shared ideas for adapting events to be appropriate to run during the pandemic restrictions.

Wet play resources – purchased by the school already

We will still do a Santa visit to each class, at an appropriate social distance, and provide each child with a gift.

The Christmas basket raffle will still go ahead and we will seek to utilise surplus stock from last Christmas for the baskets and potentially for an additional raffle.

We discussed doing an online or virtual gift shop. We will investigate the logistics of running this with the school.

There will be no fireworks, Christmas Fayre, or panto trips.

## **8. AOB**

Library: Jess Lancaster and Kiran Arora spent some time last year working with the librarian to discuss and share ideas about how the library could be improved and used more widely, with FOCHS support. FOCHS organised the book fair in March (that was postponed) but would have provided funds for the library and an opportunity to refresh the stock. Jess and Kiran are due to meet with Miss Barnard to discuss their ideas in the coming weeks.

## **9. Date of Next Meeting**

To be confirmed. If anyone would like to help run any of our activities or share ideas, please contact us at [fochs@coopersalehallschool.co.uk](mailto:fochs@coopersalehallschool.co.uk).