



# Friends of Peppard School (FOPS)

## Annual General Meeting Minutes

**Date: 1st October 2014**

**Venue: Peppard Primary School, 20.30**

**Present:** Shenan Shanwick, Simon Taylor, Caron Taylor, Scott Wilson, Emma Toward, Riaan Ackerman, Sue Davenport, Dominic Hall, Anne-Marie Gow, Chris Wall, Victoria Cooper, Nick Steele.

Apologies for absence: Elizabeth Cairns, Simon Biggin & Emma Biggin, Janine Mole, Emma Turner, Leander Millard, Maria Rosier

### 1. Welcome and overview of 2013/14

Those present thanked the previous year's committee for their efforts and outgoing secretary Dominic Hall.

Agenda items covered:

- a. Events held
- b. Money raised
- c. Donations to the school

Dominic Hall (Treasurer) discussed Income and Donations overview. The main item of expenditure this year, and on-going will be the lease of the new school mini bus which Nick Steele reiterated was a great resource for the school, enabling far more flexibility in trips for the children and cost savings vs. 3<sup>rd</sup> party bus hire previously necessary.

It was agreed that as in the previous year, events should be categorised based on three main aims, with a mix of each throughout the year:

<b>1. Positive activities for the children</b>
<b>2. Fundraising opportunity</b>
<b>3. Raising the profile of the school (PR)</b>

Those activities classified as **Positive activities for the children** to be funded by FOPS or where money was collected, the aim would be to at best cover costs.

### 2. Election of 2013/14 committee

Those present elected a new committee, comprising:

Chair – Shenan Shanwick

Treasurer – Scott Wilson

Secretary – Simon Taylor

Dad's Reps – Simon Biggin, Chris Wall

Committee Members – Emma Biggin, Caron Taylor, Emma Toward, Dominic Hall, Anne-Marie Gow.

### 3. Decide events calendar for Autumn Term

Ahead of the events planning meeting set for later in October, it was agreed that Riaan Ackerman would take ownership of the sponsorship for the Christmas calendar once again, Mel Jones to arrange for Virginia Davis to take photos, Caron Taylor to coordinate and lay up the design. Simon Taylor would investigate how the school could attend the Henley Late-night shopping evening again December 2014 and in what capacity – It was widely agreed that this represents a great opportunity to promote the school in the wider community and had been an event attended last year, we will combine the hamper ticket sales with this event this year.

There was an open morning scheduled for later in October, for prospective Sept 2015 in-take parents, FOPS to run a table serving tea/coffee and support the staff throughout.

AOB

FOPS have a section on the site to promote events etc., meeting notes and new committee to be posted on there.

Year Reps were assigned; Two people per year:

<b>Year</b>	<b>Name</b>
Foundation	Caron Taylor
Foundation	Emma Turner
Year 1	
Year 2	
Year 3	
Year 4	
Year 4	
Year 5	
Year 6	

The meeting closed at 21.15

**Signed as a true record of the meeting**

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