



# FFH AGM MEETING MINUTES

27th September 2023 | 3.50pm – 5.00pm

## Committee Members

**Trustees:** Melanie McKinnon, Co-Chair | Olivia South Co-Chair | Jo Legdon, Secretary | Efeturi Emeedor, Treasurer

**Parent Members:** Sara Radrizzani | Sarah Hanton | Michelle Noble | Laura Fletcher

**New Parent Members:** Jo Porter | Leanne Lewin | Helen Willmott

**Staff Members:** Sarah Lyons

Item	Minutes	Action
Welcome	MM welcomed back the team for our AGM, following the summer break. MM also welcomed the new parent members to the committee.	None
Apologies	Received for Carly Carpenter, Rebekah Pallett, Gail Martin	None
Minutes of the Annual General Meeting held on (date of last year's AGM Minutes)	Minutes proposed by OS, seconded by JL, agreed unanimously	MM to upload to FFH website
Matters arising from the Minutes	2 outstanding points from last Treasurer's report were provision of debit cards for trustees (now provided) and closure of Barclays Bank Account	Treasurer to action Barclays Account closure & transfer of funds
Chair's Report for 2022/2023	MM gave an overview of the report, giving thanks to the whole committee for our impressive results last year.	None
Election of Officers and Trustees of the Committee	Trustee Committee Members <ul style="list-style-type: none"><li>Chair: OS proposed MM. LF seconded. Unanimous agreement<ul style="list-style-type: none"><li>MM accepted into Chair role</li></ul></li></ul>	JL: Charity Commission to be updated

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	<ul style="list-style-type: none"> <li>Vice Chair: MM proposed OS. SH seconded. Unanimous agreement <ul style="list-style-type: none"> <li>OS accepted into Vice Chair role</li> </ul> </li> <li>Secretary: JMM proposed JL. OS seconded. Unanimous agreement. <ul style="list-style-type: none"> <li>JL accepted into Secretary role.</li> </ul> </li> <li>Co-Treasurers: MM proposed LL &amp; SR. OS seconded. Unanimous agreement. <ul style="list-style-type: none"> <li>LL &amp; SR accepted into Co Treasurer roles.</li> </ul> </li> </ul> <p>Ordinary Committee members</p> <ul style="list-style-type: none"> <li>Efe Emeldore: MM proposed, OS seconded, Unanimous agreement</li> <li>Michelle Noble: MM proposed, OS seconded, Unanimous agreement</li> <li>Laura Fletcher: MM proposed, OS seconded, Unanimous agreement</li> <li>Jo Porter: MM proposed, OS seconded, Unanimous agreement</li> <li>Helen Willmott: MM proposed, OS seconded, Unanimous agreement</li> </ul>	
Special Business / Approval of Minutes from June FFH Meeting	Unanimously approved	MM to upload to website
Other Items / Autumn H1 Schedule / Autumn H2 Schedule: Bonfire Night / Christmas Experience Day / Film Night	<p>JL gave a brief run through of events planned for this half term including last weeks film night, BTR day and sponsored read over half term.</p> <p>Volunteers are needed for Bonfire night &amp; Christmas experience day so the committee were asked to think of where they can help, and we will discuss at our next meeting</p>	None
AOB	<p>Mrs Lyons told the committee that she is planning on sending a survey to parents to get insight into their desires for FFH funding. A new minibus was discussed as a possible long term objective.</p> <p>JP is going to speak with her contact who works at Easyfundraising to find out ways that we can promote Easyfundraising to the parent community better.</p> <p>JP also stated that she has a contact in car wrapping so if we do move ahead with the new school minibus funding, then this contact would be very useful.</p> <p>HW mentioned that her husband is happy to volunteer for bonfire night</p> <p>JL &amp; OS discussed purchase of high vis vests.</p>	<p>SL to survey parents &amp; report back at next meeting</p> <p>JL – order High vis vests</p>
Next Meeting date	Proposed to be Tuesday 10 <sup>th</sup> October at 8pm (online)	JL to issue invitations

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