FROGS AGM 18/10/2024

Apologies:

Present: Claire Hallam, Ruth Bosomworth, Hannah Kitching, Rachel Howat, Sarah Riley, Sinead Bell, Gayle Fisher, Kelly Musgrave, Janet Simpson

Chair’s Report – see separate word document.

1. Treasurer’s report: Summary of Income and Expenditure Sept 2023 – Sept 2024:

Fundraising Income

|  |  |  |
| --- | --- | --- |
| Date | Event | Income |
| 13/12/2023 | Christmas fair & Raffle | Organised by school ?amount raised\* |
| Dec 2023 | Christmas cards | Organised by school ?amount raised\* |
|  |  |  |
|  |  |  |

 Total: ?

\*school fair organised by school in 2023, and therefore FROGS did not count the total raised by this. Hannah has been given a large cash amount that was in the school office which we assume was from the Christmas fair and will be cashed.

Income from donations

|  |  |  |
| --- | --- | --- |
| **Date** | **Donor** | **Amount** |
| 07/06/24 | The Giving Machine | £17.61 |
| 29/09/2331/10/1830/11/2329/12/2331/01/2429/02/2428/03/2430/04/2431/05/2428/06/24 | Interest | £247.64£252.18£245.18£254.40£255.09£239.08£259.13£273.55£280.95£269.02 |
| 20/09/2318/10/2320/02/24 | Nathan’s Rag bag | £48.00£28.00£42.00 |
|  | Amazon Giving |  |
| 14/11/2313/02/24 | Easy Fundraising | £36.46£17.83 |
| 25/03/24 | HMRC Gift Aid | £8567.42 |
|  |  |  |

 Total: £11,333.54

**Notes:**

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Income from Grants

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Source/ Notes | Amount | Has grant been used? | Has post-expenditure form been completed? |
|  |  |  |  |  |
|  |  |  |  |  |

Total: £

**Total Income: £11,333.54**

Expenditure:

Enriching Expenditure:

|  |  |  |
| --- | --- | --- |
| Date  | Item | Cost |
| 13/02/24 | Maya topic | £220 |
| 19/02/24 | Class Christmas presents | £117.83 |
| 11/03/24 | Smart Board | £3276 |
| 14/05/24 | Lap top battery | £175.02 |
| 20/05/24 | Bolton Castle trip | £435 |
| 20/05/24 | Reading Books | £1000 |
| 21/05/24 | Nosterfield Class 1 Trip | £120 |
| 03/07/24 | Big Bang Workshop | £390 |

  **Total: £5733.85**

Charity running costs:

|  |  |  |
| --- | --- | --- |
| Date  | Item | Cost |
| 08/01/24 | Parentkind membership | £109 |

 **Total: £109**

**Total Expenditure: £5842.85**

**Total Income – Total Expenditure = £5490.69**

1. Appointment of an Independent Examiner of Accounts for the year ending 31/March/2024
* Not required as income under £25,000
1. Election of Committee Members:

Nominees can be made by any member (with the consent of the nominee), and must be seconded by any other member.

Appointment of Committee members will be made by majority vote.

|  |  |  |  |
| --- | --- | --- | --- |
| Role | Nominees | Seconded | Vote |
| Chair | Rachel Howatt & Sarah Riley | Hannah Kitching | 7/7(unanimous) |
| Treasurer | Kelly Musgrave | Claire Hallam | 8/8(unanimous) |
| Secretary | Sinead Bell | Hannah Kitching | 8/8(unanimous) |
| Other Officer(s) | Nil |  |  |
| Members of the Association |  All parent’s, grandparents, and carers who have a child at the school. Local members of the community. All those present at the meeting today. |  |  |

1. Special Business:
2. Setting our Terms of Reference for the Charity
* Our terms of reference help to set out our charitable aims in more detail, and help us to apply consistent rules to help us decide what activities do and don’t achieve our Charity’s objectives.
* The Terms of Reference are a way of continually updating our Charitable priorities. Whilst the broad Objectives of the Charity as documented on the Charities Commission website cannot be changed, our Terms of Reference can be changed each academic year as part of our AGM, and do not require any formal change with the Charities Commission. They are therefore a useful point of reference to ensure all decisions made during the current academic year reflect the current priorities of the Charity and School.

Discussion:

* Our charitable priorities remain the same:
1. To support the school in providing life enriching experiences for the Children who attend the School, through fund raising or practical support.
2. To use our charitable events to help promote the school.

Last years Terms of Reference were reviewed.

Outcome: Terms of reference to remain the same

1. The new classroom build project update – To be provided by school at a later meeting.

It is acknowledged that a large financial reserve has been set aside for several years to fund the build of a new classroom. Unfortunately due to rising build costs the amount we have raised is no longer sufficient to cover this project, and a decision needs to be made by the committee and the school governors to decide whether to continue with these plans. Therefore we have decided to set aside £60,000 into a saving account until we know what the plans are for this project. The remainder of the charitable funds will be kept in a charity current account to continue to fund and provide life enriching experiences for the children who attend our school as per our charitable aims.

1. Update and review of Charity policy and procedure documents:
* Parentkind model constitution document – remains relevant, and will be uploaded to the charity commission website
* Serious Incident reporting policy – reviewed and updated
* Finance and expense policy – reviewed and updated

END OF AGM