

FOSPS AGM: Wednesday 6th December 2023

FOSPS Attendees: Liz Turnbull, Nina Cawley, Kirsty Thompson, Aysha Graham, Michela Iadarola, Anni Cole, Mark Nicholson-Howe, Jen Campbell-Gurry, Holly Burton

Swanmore Primary School: John Paterson, Adam Middleton, Ian Wollam (Governor)

Investment in 2022/2023:

- Please find a summary of how FOSPS funds have been spent [at this link](#)

How funds will be spent in this academic year:

- Please find a summary of where FOSPS funds are likely to go [at this link](#)
- Liz Turnbull and Kirsty Thompson to meet with Mr Paterson in January to discuss how FOSPS funds will be spent in the forthcoming academic year

Treasurer's report

- Financial report for 2022/23 can be [found here](#)
- In 2023 we had £11k in, £13k overheads
- To date this academic year we have raised:
 - Car boot: £300
 - Fireworks: £6500
 - Xmas cards: £730
 - Xmas jumper sale: TBA – estimated at £200
- Previous agreement between FOSPS and the Primary School is to pay instalments in two transactions one after the fireworks and one after the summer fayre – FOSPS tend to pay £15k per FOSPS financial year (£5k for the mini bus and £10k for other items)
- FOSPS financial year runs from September to September, school financial year runs from April to April
- Funding of the mini bus to be reviewed at each AGM

Google grant

- Kirsty Thompson to follow up with Maria Isom regarding the Google Benevity application – aim is to pay £4k to receive £4k back, needs to be complete by 18th December

Swanmore Parish Council grant

- Swanmore PC have agreed to pay funds towards a new bike shed for the school – application to be complete by 31st March
- Carl Weston to pull together quotes for the groundworks
- Liz Turnbull to confirm grant with the Parish Council once total costs received
- Groundworks can be paid from the Google grant

Committee vote

- A new roles and responsibilities doc has been created for the committee, please refer this [here](#). All of these roles were unanimously voted in and passed by the committee
- The governors would like to support with seeking local sponsorships/grants
- Liz Turnbull to meet with Ian Wollam in the new year to explore this further – sponsorship requests will vary so we need to clarify who does what and how businesses/organisations are approached
- Rachel Reed and Philippa Stirrup have been voted on to manage event sponsorship (TBA re. governor involvement) and raffle prizes
- Kayleigh Campbell is interested in supporting on design and maybe a small business directory – Nina Cawley to speak with her to clarify involvement, volunteer pool or committee?
- Secretary role still to be filled
- Becca Stuart, Holly Hanson and Jess Evans attended the AGM and are happy to be in the new volunteer group
- Nina Cawley to recruit regular volunteers

Upcoming events and actions

- Xmas events
 - Crackers, selection boxes, YR books have all been delivered to school
 - Selection box raffle – Liz Turnbull to provide numbers 1 to 32 for Mr Paterson to pick out of a wallet
 - Christmas gift sale – Michela Iadarola to coordinate and lead on the day (Y6 first then YR)
- Disco on Thursday 8th February
 - Nina Cawley is happy to coordinate this event, are there other committee members who can support?
 - Volunteer message to go out in January
 - YR and Y1 starts at 3.30pm for one hour
 - Y2 and Y3 starts at 4.45pm for one hour
 - Y4, Y5 and Y6 starts at 6pm for one hour
 - Use wristbands instead of tickets, have a different colour for each disco i.e blue, red and yellow – Michela Iadarola please add to the shopping list
 - Packet of crisps and drink to be included in the price (work costs out before setting ticket price) – agree on 10th Jan
 - Have a glow stick stand and a neon face paint stall – extra cost? Discuss on 10th Jan
- Quiz on 23rd Feb
 - Liz Turnbull is happy to coordinate the event, Nina Cawley will be quizmaster and organise the questions/rounds
 - Details to be discussed on 10th Jan

Feedback on Christmas Jumper Sale

- Really nice event, great to do something socially responsible (recycling jumpers for charity)
- Could charge for hot drinks next time, some donations but not many
- Good event to test the water

AOB

- Teacher comms – Adam Middleton will continue to email teachers but we can also include any updates in the weekly Friday briefing
- Michela Iadarola to look into racking for the shed
- Nina Cawley to speak to previous Treasurer re. the constitution and pass Liz Turnbull SOPs and any other usual information
- Include a parent survey in a January newsletter
- Liz Turnbull to circulate trustee declaration forms and update charity commission
- Next meeting will take place on Wednesday 10th January