



AGM

Friday 20th September 2019

In Attendance:

Mrs Avey

Mr Mills

Lucy Smith (AGM Chair)

Katie Halpin

Alison Gee

Sarah Flain

Alex Blore

Susana Munoz Maniega

Anna Kearney

Monica Corcoran

Claudine Spier

Liz Bannister

Bennilyn Azurin

1. Welcome and Introductions

Lucy Smith welcomed everyone and thanked them for their time. Special recognition was given to Alex Blore and Alison Gee for their hard work and dedication to the FOWHS over the last few years. They both stepped down at the end of last academic year.

Attendees were informed that the total money raised from academic year 2018/2019 was £11,000 which would be equally split between Highbury and Whitehill giving each school a total of £5,500 each.

The committee thanked parents, carers and staff for their support towards events and activities and thanked the volunteers who enable it all to happen.

2. Nominations for 2019/2020

The meeting was informed that a new co-chair and treasurer had been appointed to take over from Alex and Alison. Katie Halpin is the new Co-Chair and Sarah Flain is the new treasurer. Mrs Avey thanked them on behalf of both schools for taking on the roles.

3. Treasurer Report- *Breakdown of Figures*

Alison went through the fundraising events and activities run through the year and let everyone know how much profit each individual event made. (See Table 1 on page 4 for a complete breakdown).

She went on to highlight the incredible response to the Bunny Bounce held at Highbury which raised £4,600 in total. This was split 50:50 between the fundraising efforts for Seraph and FOHWS. This was agreed at the time of the event by the FOWHS committee and the Headteachers. It was agreed that a sponsored event is a good idea and that the money from this could be split with another charity again, if relevant at the time. Mrs Avey reiterated that the children loved the event and that it brought everyone together and strengthened the sense of community at a difficult time.

4. Feedback from Schools

Mr Mills and Mrs Avey both passed on their appreciation for the hard work and fantastic fundraising in support of both schools. Mr Mills reiterated that they know that it is not an easy task to raise money and that a considerable amount of planning goes into each event as well as running and helping on the day.

Mr Mills confirmed that the money given last year (end of 2017/2018 academic year) went towards new tablets for Whitehill school and a new sound system. Mrs Avey let everyone know that the money given to Highbury School last year was used towards new tablets, a microwave for the children to use in cookery, a portable sound system, a pantomime at Christmas for the whole school and an end of term summer show.

They informed the meeting that the funds raised last academic year (18/19) would go towards purchasing new outside play equipment at both schools and that Highbury would also be using some of theirs for new tablets. Mr Mills confirmed that Whitehill would also be using their recent government grant of £10,000 towards the outdoor equipment. They both said that restoring and replacing outdoor play equipment was one of the main priorities for the schools and that this was a significant cost so all support towards it would be a considerable help.

5. Up and coming Events

It was agreed that virtually all the events and activities run last year would happen again this year as they were all successful and children and families enjoyed them.

The Christmas card campaign is going to be run at both schools this year as it was so successful and well received at Highbury last year. The discos would take place in the Autumn and Spring terms again this year and follow the same format as previous years.

The Christmas Fair has been confirmed for Saturday 30th November and in addition to other Christmas activities, the FOHWS Committee informed the meeting that a Wreath making evening is being arranged this year for adults only. The date is yet to be confirmed.

The meeting was informed that after 6 years or so of running the quiz, Sarah and Steve Partridge were stepping down. Everyone said how grateful they were for their support and enthusiasm! Katie let everyone know that she is in discussions with someone who may be willing to take it over. Everyone agreed that the quiz was a worthwhile event to run because they offer an opportunity for parents and staff from both schools to socialise.

Mr Mills said that he is keen to progress a Murder Mystery evening at Whitehill (adults only) and he will be in touch when he has more information about it. Everyone agreed this sounded like a good event and would be popular with parents and staff.

Lucy informed everyone that Fair in The Square may not be happening in Hitchin next year so will keep everyone posted. It was agreed that although it didn't make a lot of money for the school it was good profile for the schools and was an important event in terms of the community spirit.

It was agreed that going forward it would be better to run more pre-loved sales because they demonstrate the FOHWS and the schools' commitment to reusing and recycling as well as helping parents and raising money. It was agreed that volunteers would look at running sales more frequently as part of other events.

It was raised with Mr Mills about holding a camping evening at Whitehill but he outlined the schools concerns about the site being very open and accessible. Therefore, the school did not feel this was a safe and appropriate event to run. An evening BBQ was suggested as an alternative and he agreed if the children were keen this was a possibility.

Attendees also discussed running a 'Treat Friday' after the success of Ice Cream Fridays in the summer. It was agreed that once a month was probably the best frequency both in terms of finding volunteers and not becoming too repetitive for the children and parents.

Lucy asked for agreement to run a 5p jar activity with each class being given a jar that they fill with 5p coins. The first class to fill their jar gets a prize. It was estimated that a 2lt jar/bottle could hold £250 of 5p coins so it would be a very worthwhile activity and give an element of inter-class competitiveness. Everyone agreed it was worth trying.

6. Any Other Business/ Questions

It was agreed that knowing what the schools needed money for would help parents to think of other areas of funding. Liz mentioned companies such as Wilmott Dixon getting involved. There was also a discussion around speaking to local councillors for support and funding. The Committee agreed to look into approaching Derek Ashley in the first instance.

It was agreed that the FOHWS would apply for the Waitrose Community Matters scheme again this year. The Committee agreed to take this forward.

It was agreed that the FOHWS could run a preloved uniform sale at the Highbury Fun Day.

The idea about holding a bag pack at a local supermarket was discussed and everyone agreed this would be more suited to Whitehill students but would be a good fundraiser and community feel good activity.

Lucy raised the idea about holding an outdoor cinema and film event. She said she will research costs and logistics but in principal everyone agreed this would be well received. The suggestion of holding an auction of promises was also raised and it was agreed that this would be a good idea if it could be attached to an existing event.

It was agreed that the FOHWS could let parents know about the 'drop box' at Highbury for preloved uniform, gifts and items that had been requested for events. Mr Mills said he would find out about what there is at Whitehill. FOHWS agreed to promote the boxes.

The meeting was informed that the schools held a Health and Wellbeing day which raised £1700. This money went to support Seraph Fundraising but could be something the FOHWS ran in the future as it was well attended.

Mr Mills' final comments were around how important the work of FOHWS is both in terms of the funds donated to the schools and how the events bond the two schools and keep the community feel between the infant and junior school. Mrs Avey closed the meeting by reiterating her thanks to Alex Blore and Alison Gee for their contribution over the years.

Event	Income	Expenditure	Profit
Quiz	£1300	£633.02	£666.98
November Discos	£2432.03	£1110.72	£1321.31
Christmas Cards (Highbury)	£221	-	£221
Christmas Fair	£3143.93	£1,654.23	£1489.70
Waitrose Community Matters	£306	-	£306
Bags2School	£328	-	£328
Bunny Bounce (Highbury)*	£23816.7	£81.06	£2300.61
Spring Discos	£2524.03	£1239.23	£1284.80
Fair In The Square	£187.32	£31	£156.32
Circus	£7110.34	£5180.81	£1929.53
Ice Cream Sales	£990	£145.50	£844
Highbury Sports Day sale	£125.28	-	£125.28
Pre-loved Uniform sales	£110.60	-	£110.60
Miscellaneous		£85.30	-£85.30
Total profit			£10,999.33