

## FRIENDS OF ST LAWRENCE SCHOOL

ILKETSHALL ST LAWRENCE SCHOOL BECCLES SUFFOLK NR34 8 ND . CHARITH NO. 107075.

### **ANNUAL GENERAL MEETING 12TH NOVEMBER 2015. 7pm.**

**ATTENDEES:** Beth Adams, Monica Winzor-Saile, Natalie Hayter, Tina Chapman, Nikki Dean, Dawn Deakin, Sue Gee, Helen Bealing, Karen Hawkins and Chris Stone.

**APOLOGIES:** Jenny McKee, Mandy Payne, Claire Clarke, Denise Swanston, Sue Taylor, Sam Keenan, Laura Hinsley and Mrs. Winter.

Monica Winzor-Saile welcomed and thanked everyone for attending the AGM meeting.

AGM Minutes from October 2014 were read by Dawn Deakin, verified and signed by Beth Adams and Monica Winzor-Saile.

**Chairs Report** compiled by Beth Adams and Monica Winzor-Saile. Beth and Monica took on the chair role from March 2015 when Sam Keenan stood down for personal reasons. They both thanked everyone who helped out with all the events which took place in the last very busy academic year. The Report is available to be seen on the school notice board and in the PTA file.

**Treasurers Report:** Sue Gee summarised the accounts, explaining costs and profits throughout the year. The Friends accounts showed we have a balance of just under £4.000.

**The Old Committee stepped down:** Beth Adams/ monica Winzor-Saile - Chair, Natalie Hayter - Vice Chair, Dawn Deakin - Secretary and Sue Gee - Treasurer. The Chairs and Vice Chair were happy to continue their roles, but Sue Gee wished for more help with banking and sorting money after Friends events. Dawn Deakin did not wish to continue the secretaries role, as she had been in the role for two years and felt it was time to stand down and allow another parent to stand.

#### **New Committee Elected:**

**CHAIR: BETH ADAMS AND MONICA WINZOR-SAILE.** Nominated: Tina Chapman, seconded by Nikki Dean.

**VICE- CHAIR: NATALIE HAYTER.** Nominated by Beth Adams, seconded by Sue Gee.

**TREASURER: SUE GEE and HELEN BEALING ( HELP WITH BANKING MONEY).** Nominated by Beth Adams, seconded by Monica Winzor-Saile.

**SECRETARY: \_\_\_\_\_?(THIS ROLE IS NOT YET FILLED)**

**Any other business: QUIZ NIGHT:** Notice to go on face book for teams and last chance to buy tickets on Wednesdays next week, source where to buy fish and chips and numbers needed by Thursday. Prizes discussed, wooden spoon for losing team. Wine for the winners. No puddings for this event.

**CHRISTMAS FAIR:** Raffle tickets ordered from MicroPress in Reydon, designed by Mandy Payne.

The Raffle Prizes Donated from High Lodge, M and H Plastics donated wine, Ipswich Wolsey Theatre some tickets, Twyford in Beccles some coffee vouchers

Raffle Prize letters more to be sent out , if anyone knows a company which may donate a prize a letter is available from Beth Adams.

Stalls for the fair are £5.00 per pitch, Karen Hawkins x 2 (wooden objects and Jewellery) , Handmade cards, Body Shop items, Osbourne Books, Christmas Wreaths (to be confirmed), Teddies in Cups and Lucky Dip, Sensory Candles, Pocket money/jewellery stall, Phoenix Bird Sanctuary. Tables provided by Sam Keenan.

Games: Ping Pong Jars - Denise Swanston, Teddy Bear Tombola - Mandy Payne and Claire Clark, Lock and Key game - need volunteer (more keys located), Reindeer Food - Natalie Hayter, Christmas Tree Game - sorted by Natalie Hayter.

Christmas Tree to be organised by Lisa Norman - donated from Stephsons of Holton.

Elves Workshop - items and decorating pens have been sourced and ordered - Jenny McKee/ Mandy Payne, but other helpers needed for this.

Christmas Tombola - Paper bags to be sent out with a note of what to donate. - Helen Bealing to organise. Santa's Grotto in the school courtyard - Dawn Deakin to organise .

Refreshments: Hot drinks and soft drinks available and cakes, mince pies and sausage rolls etc..

Meeting ended 20.50.

### **HELP NEEDED PLEASE FOR THE CHRISTMAS FAIR.**

\* Tombola prizes - a white bag will be in your child's school bag with note attached of possible prizes to fill it with.

\* Donation of cakes, mince pies or sausage rolls would be greatly appreciated. Also donation Teddy Bears for the Teddy bear tombola, please let Mandy Payne know if you have any unwanted bears.

\* Volunteers needed to help on any game/ refreshment stall or with the Elves workshop, the more helpers the better.

\* Help with setting up on the afternoon and clearing away, this would be greatly appreciated.

**The Friends Secretary Role:** This role is currently not filled if anyone has any interest in this role please let Beth or Monica know. We need a full committee to continue organising events for the children and fundraise for school projects. Thank you Dawn Deakin.