
AGM
FRIENDS OF GREENSIDE PRIMARY SCHOOL (FOGPS)

Charity number: 1182058

8 November 2024

In attendance:

- 1) Mel Lalou
- 2) Ross Arieta
- 3) Virginie Darwent
- 4) Lucy Cook (all four together “the Current Trustees”)
- 5) Clarissa Ferguson
- 6) Helen Wrigley
- 7) Georgie Morris
- 8) Ana Gomes
- 9) Billy Reid

1. Appointment of additional trustees

- 1.1. The Current Trustees appointed Helen, Clarissa, Georgie and Ana as additional trustees of FOGPS.
- 1.2. Helen, Clarissa, Georgie and Ana each accepted their appointment as trustee.
- 1.3. Helen, Clarissa, Georgie and Ana were provided with copies of the constitutional document and statement of accounts.
- 1.4. Mel, Virginie and Lucy all expressed their desire to retire as trustees of the FOGPS. (They each provided a signed letter of retirement at the end of the meeting).
- 1.5. It was agreed that Ross and Clarissa would update the Charity Commission with the change in trustees.

(Billy is a core member of the PTA committee but is not a charity trustee)

2. Accounts

- 2.1. The accounts for the academic year 2023/24 were reviewed and approved. Ross will submit them to the Charity Commission.
- 2.2. It was noted that the amount raised in academic year 2023/24 was £17,000.
- 2.3. Currently, FOGS holds
 - £16,171.44 in the Metro bank account
 - £3,280.09 in PayPal

- £610 on SumUp

2.3.1. There is also £2,000 due to Philip Wooller for the open house boards.

2.4. Total expenditure for 2023/24 was £13,400. Broadly, funds were spent on:

- Learning garden £8,000
- Books £2,000
- Benches £1,000
- Trees, insurance, wood for fair tables and BBQ £1,500

2.5. Gift Aid for donations to be completed. Ross will do this.

3. Trustees' bank account

3.1. The trustees' have a current account with Metro bank. At present, Ross and Mel are the signatories. This needs to be updated.

3.2. Helen has opened an account with Metro bank and needs to be added to the mandate. Clarissa and Georgie will also open accounts with Metro bank and will be added to the mandate.

3.3. Ross and Clarissa intend to go into a Metro bank to do this in person.

4. How will money currently in account be used?

4.1. The money currently in the charity account is to be applied as follows:

- Playground lines £
- Library system
- Projector and screen plus cables and installation
- Books

5. What is the PTA fundraising for in 2024/25?

5.1. Subject to approval from the school's headteacher Philippa Saving, FOGPS intend to fundraise for:

5.1.1. Pond garden refurbishment: cost TBC

5.1.2. Lunchtime chess coach/crafts person/specific sports coach

- Netball/football coach: Will Spencer investigating: cost TBC
- Chess coach: Clarissa investigating: cost TBC

5.1.3. Budget for each year group teacher to purchase additional learning aides for class: Cost approx. £250

5.1.4. Year 6 prom and special end of year trip (eg theatre).

5.1.5. Touch type read and spell service: cost approx. £1,400

5.2. Georgie to arrange meeting with discuss with Philippa Saving to discuss.

6. Fundraising events 2024/25

6.1. The following fundraising events have been planned for the 2024/25 academic year.

6.1.1. Thursday 7th November 2024 : Curry and a quiz.

6.1.2. Thursday 28th November 2024 : Festive wreath making.

- This will take place in the school hall. It was agreed that tickets will be priced at £20. There will be a bar with alcoholic and soft drinks for sale.
- Georgie will prepare advertising flyer.
- Helen to investigate purchasing wreaths and foliage.

6.1.3. Saturday 7th December 2024 : Winter fair.

- There will be a separate meeting for the winter fair next week:

6.1.4. Sunday 9th March 2025 : Volunteering day

6.1.5. Thursday 5th June 2025 : Summer social

6.1.6. Saturday 5th July 2025 : Summer fair

6.2. A number of additional fundraising ideas were discussed, they need further consideration. There were:

6.2.1. Family cinema night

6.2.2. Spring car boot sale

6.2.3. Farmer's market

7. Merchandise

7.1.1. It is intended that tea towels and Christmas cards will be sold at the winter fair.

7.1.2. There is interest in more Greenside mugs and possibly Greenside tote bags. Anna is in conversation with a member of DesignHub who is preparing a new sketch of the school.

7.1.3. Clarissa is in communication to the artist of the original artwork used. A decision needs to be taken on whether to order more mugs from the same supplier as used previously.

8. PTA communications with parents

8.1. Miss Saving has approved the PTA having notice board in the cottage and a “fundraise-o-meter”. Clarissa is arranging this.

8.2. On notice board there will be

- Flyer of events (already prepared)
- Table of class reps
- Poster of what we are fundraising for this year
- Photos of what we funded in the last academic year.

8.3. Going forward the PTA will have a paragraph in the school letter which is sent out each term.

9. Class reps

9.1. It was noted that the class reps for each year are as follows:

Reception	Nathalia	Nora
Year 1	Emily	Billy
Year 2	Emily	Lizzie
Year 3	Claudia	Amanda
Year 4	Debs	Brigita
Year 5	Leigh	
Year 6	Gemma	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
Friends of Greenside Charity	1182058

CC16a


Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01-Sep-23		31-Aug-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fundraising Income	17,380	-	-	17,380	19,221
Deposit Return	201	-	-	201	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	17,581	-	-	17,581	19,221
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	17,581	-	-	17,581	19,221
A3 Payments					
Charitable Activities	13,418	-	-	13,418	9,663
Costs	1,682	-	-	1,682	3,372
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	15,100	-	-	15,100	13,035
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	15,100	-	-	15,100	13,035
Net of receipts/(payments)	2,481	-	-	2,481	6,186
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	11,414	-	-	11,414	4,760
Cash funds this year end	13,895	-	-	13,895	10,946

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		13,895	-	-
		-	-	-
		-	-	-
	Total cash funds	13,895	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Ross Arieta	24/01/2025	
		Clarissa Jensen	24/01/2025	