

## **Friends of Springfield School**

### **Annual General Meeting – Wednesday 18<sup>th</sup> October 2023**

**Present:** Lynn Stubbs, Kim Cepeda Wilson, Laura Armitage, Lorraine Standing, Kate Bentley, Helen Knight

**Apologies:** Lisa Hodgkison, Lyndsey O'Connell, Emma Goodwin, Debbie Thelwell, Wendy Barnes, Mr Protheroe – Rotary Club, Joe Lusher – Duke of Gloucester, Drew Scarle

Lynn Stubbs opened the meeting, welcomed everyone and thanked them for coming.

The minutes of the last meeting were reviewed and confirmed as an accurate record of the meeting held on Thursday 10<sup>th</sup> November 2022.

#### **Today's Agenda:**

##### **1.Election of Officials**

Following some leavers from and joiners to the group, new Officials were elected to the Committee. Appointments are as follows:

**President** – Kim Cepeda Wilson

**Chairperson** – Helen Knight

**Vice Chairperson** – Lorraine Standing

**Secretary** – Kate Bentley

**Treasurer** – Admin team will continue for now, election of new Treasurer to be added to agenda for next meeting

##### **2. Vote of thanks**

All members of the committee would like to acknowledge and send our thanks to Judy Colclough who stepped down as Chairperson in September. Judy put in many years of hard work and dedication to leading the Friends of Springfield Group in raising a significant amount to benefit the school. Our sincere thanks and best wishes.

We would also like to mention and posthumously thank Alison Mellor, a parent at the school and a member of the committee who sadly passed away in March of this year. Alison was an enthusiastic and hard-working member of the group who showed a particular flair for encouraging local businesses to contribute to our events and will be very sadly missed.

##### **3. Audit feedback and statement of accounts**

Accounts have been reviewed and certified by Everyday Accounting Ltd for the period 18/7/22 to 30/6/23. Current balance including bank account and cash stands at £15,470.21.

With the change of elected officials, the group proposes to change the signatories for the bank account to include the new President, Chairperson and Treasurer (when elected).

#### **4. Festive Fair**

We are pleased to say that despite the building work happening at the school, we are determined to hold our annual in-person Festive event for students and their families/carers. The date will be Thursday 7<sup>th</sup> December from 5-7pm.

- Situated inside school
- Construction contractors will help to make as much parking available as possible
- Classes to have own stalls as previously (can join together with other classes)
- Manchester & Cheshire Construction have very kindly offered to provide the meat for the turkey baps on the night (veggie option included) (**ACTION: Helen** to connect with Siobhan)
- Rich Bentley Catering has very kindly offered to supply bread and condiments (**ACTION: KATE**)
- The Rotary Club have very kindly offered their famous Santa services again which will be situated outside
- Small presents/sweets to be given to children visiting Santa (**ACTION: Lorraine**)
- Raffle - collect donations, run as previously (**ACTIONS: Lynn has ordered tickets, Helen to create leaflet for bag drop**)
- Non uniform day in November to collect for Chocolate Tombola (**ACTION: Helen** to arrange date with school and include in leaflet)
- Music – Joe creating musical extravaganza using the wonderful talents of our students, staff and anyone who is willing!
- Drinks – (**ACTION: Lynn** to ask Helen who usually does this each year)
- Friends of Springfield members to run ‘nearly new stall’ – (**ACTIONS: Helen to include in leaflet, Kate, Helen & Lorraine to organise**)
- Match funding for monies raised on the night – (**ACTION: Lynn** to ask Jayne re: Barclays)

#### **5. Future Events**

There is a lot to do to prepare for the Festive Fair over the next seven weeks and the committee will be focused on that between now and then. We agreed as a group to pick up this agenda item in our January meeting where we will have a ‘reset and refresh’ of our aims and areas for focus.

#### **6. Roberts Recycling**

Next date will be May (TBC with Emma). Idea noted to combine the collection with a nearly new sale.

## **7. External Fundraising Update**

**Co-op** - When Co-op members shop with them, 1% of what they spend on selected Co op branded products and services goes to support local causes through the Local Community Fund. We are looking at potentially receiving around £600 and continue to work alongside Pam, the Community Representative for Co-op.

**Tesco** – Friends of Springfield is currently one of three chosen local charities at Tesco Extra in Crewe who are part of the ‘blue tokens scheme’. The charity who receives the most tokens will receive a donation of £1,500, so please go along and pop your blue tokens in our pot when you shop!

**Manchester & Cheshire Construction** – the construction company currently working on site very kindly donated a pumpkin to each class last week and have offered to provide us with a Christmas Tree for the festive season and food for our Festive Fair. Business Development Manager, Siobhan is keen to work with us and Helen will pick up contact to develop more opportunities to work together.

**Drew Scarle** - We are also delighted to say that one of our parents and FoS group members, Drew Scarle, completed the Manchester Half Marathon alongside his brother last weekend and is very kindly donating a substantial amount that he and his brother raised to Friends of Springfield School. Thank you so much to you both.

## **7. Date of Next Meeting**

Thursday 16<sup>th</sup> November 2023, 12 noon at Springfield School. If anyone would like to attend virtually, please notify Helen Knight.

## **8. AOB**

Items to carry over to January meeting (when we are ready to tackle them!) include Valentines and Easter events, parent/carers and child social events, Christmas card creation for 2024, events at the Duke of Gloucester pub (including Bingo, Quiz and Race nights), social coffee mornings/meet and greet for parents & carers, student & staff representation, social media and website updates, match funding and corporate partnerships, connection with YMCA Crewe.

If anyone has any questions or feedback, please contact Helen Knight, FoS Chairperson on 07894 786239 or [mrs Helen Knight@gmail.com](mailto:mrs Helen Knight@gmail.com)