

# Friends of Shap School (FoSS)

Registered Charity No. 1105754

## ANNUAL GENERAL MEETING

23 May 2023

Held in Shap School at 3.30pm

### AGENDA

#### Ordinary Business

- 1] Apologies for absence
- 2] Minutes of the Annual General Meeting held on 17/05/2022
- 3] Matters arising from the Minutes
- 4] Chair's Report for 2022/2023
- 5] Treasurer's Report for 2022/2023
- 6] Election of Officers and Trustees of the Committee

Chair  
Secretary  
Treasurer  
Other Officer(s)  
Ordinary Committee members

#### Special Business

- 8] None

#### Any Other Business

- 10] Other business

## **Minutes and reports**

Present: Kim Lightburn (Chair), Val Sowerby (Treasurer), Sarah Bruce (Secretary) Emma Topping, Kerry Millican, Rachel Brough, Emma Topping, Tamara Jopson, Pauline Mashiter (Committee Members)  
Katie Chappell (Shap School)

1. Sarah welcomed everyone to the meeting. Apologies from Mellissa Bindloss, Kimberley Harron, Briony Newsome.
2. Minutes from the 2021-22 AGM were agreed.
3. Matters arising from the minutes: no matters arising

### **4. Chair's report**

The past year has been amazing! We have thrown ourselves back into fundraising for FoSS, following on from the Covid disruption. However, we are in a "cost of living" crises which affects our families and school community.

As a committee, we consider our fundraising events very carefully and I am pleased to say that all the events over the past year have been very successful. We aim to include any special events in the social calendar and market our events to include everyone in our school and wider community.

This past year, we have hosted a Big Breakfast, Cash Bingo night and school Valentine's disco. We joined with Shap Youth Club for a Halloween Disco. Most recently, we held the "Bake for the King" event with school. It was wonderful to see so many entries – we have some very talented children. We all enjoyed the sunshine and the brass band. It was great to see the children's games, crafts and table decorations. Most of all, the buzz from the community joining us was great, welcoming them to school was a true highlight of the event.

We also enjoyed a wonderful Christmas in the school and church. Our Christmas hampers raffle was a success and we served mulled wine and mince pies at the school Christmas carol concert.

The children have enjoyed some amazing trips this year, which we have been able to support from our fund, from sporting events, the aquarium visit and a trip to a nuclear power station among others. I would like to say a huge thank you to everyone for making this happen, especially:

- Our community for turning out and supporting our events
- Our local shops and businesses inside and outside the village for continued support with raffle prizes and donations of event supplies
- Our DJs James and John, the children love your disco playlists
- Our school staff team – thank you for allowing us to take over the school for events like the Big Breakfast and for helping at all our events

- Jill Bawden, for working so hard with the school and FoSS to secure grants to improve the school facilities and resources
- The families at school for supporting our events
- Finally, I would like to thank the FoSS committee who work many hours coordinating the events, and running them

FoSS is all about giving the children and school the “extras” that school budget can’t cover but I believe it is more than this. It’s about our school community and the wider community across the village that enjoy seeing our children thrive and achieve. FoSS is growing in strength and numbers, and this brings new ideas for fundraising and events.

I’ve enjoyed the last 9 years of being involved with FoSS, the events we’ve held and the support we have given to the school and children. I love the leavers’ treat and hoodies, the Christmas events and the help we can give to parents to support the costs of trips. It’s all been so worth it. I wish all the very best to the events and I’m sure we’ll be there as a family supporting you any way we can

## **5. Treasurer’s report**

The funds raised from events was £2653. FoSS were able to support all requests from school for educational trips and events. Further funds will come in over the summer term from Coronation tea towels and ice cream Fridays.

We have continued to work with the volunteer fundraiser, Jill Bawden, on grant applications for projects with school. We propose setting up a separate bank account for grant money to be paid into and out of, to ensure it’s simpler to track and balance money for the specific grant funded projects. All at meeting agreed to this proposal. Grant funders this year were:

The Russell Armer / Genesis homes provided £2000 for the outdoor toys through the Cumbria Community Foundation Trust

Other grants to support projects at school were received from:

Cumbria County Council  
 Eden District Council  
 Cumbria Community Foundation  
 Tata Steel  
 Arnold Clark  
 Westmorland Dales Partnership  
 Frieda Scott Trust

We are grateful to local companies and business who provided materials and donations. Thanks to:

Lakes and Dales Cooperative  
 Westmorland Family  
 Hanson Group

Breedon  
The Pot Place Penrith  
AW Jenkinson  
Morrisons Supermarket, Penrith  
Asda Supermarket, Kendal

An annual set of accounts has been prepared for review and sign off by the committee. All agreed, and the annual return will be uploaded to the Charity Commission website for FoSS.

## **6. Election of Officers and Trustees**

As reported in the AGM 2022, Kim Lightburn is stepping down as Chair at the end of June 2023.

Rachel Brough and Kerry Millican were proposed as new joint chairs, all at the meeting agreed to the proposal.

Val Sowerby will continue as Treasurer

Sarah Bruce will continue as Secretary but will step down from the end of autumn term due to other commitments, including her role as Treasurer of Shap Swimming Pool.

Sarah will update the role descriptions for Secretary, Treasurer and Chairperson so we have them on record for future needs as well as using them to advertise Secretary role. We will set up a file sharing account (e.g. Dropbox) to share FoSS documents across the committee.

**7. Special business** - No special business to report on

**8. Any other business** – No other business brought.

Meeting closed at 4.30pm

## Annex one – Financial Accounts 2021-2022

Friends of Shap School Annual accounts summary year 2021/23	Charity Number 1105754	
Balance brought forward from previous academic year FOSS £1331.91 Grant funding £3440.23		
<b>Income</b>		
Voluntary income	0	
Fundraising event money raised	£2653.85	
Investment income	0	
Incoming resources from charitable activities	0	
Grants	£4671.41	
Other incoming resources		
Total	£7325.26	
<b>Expenditure</b>		
Cost of generating funds		0
Costs of generating voluntary income		0
Fundraising trading costs		0
Investment management cost		0
Charitable activities – funds paid out		£1842.59
Grant funding – paid out		£4319.18
Governance costs		0
Other resources expended (banking cost and insurance)		£100
Total expenditure		£6261.77
Total funds carried forward	0	<i>FOSS £2043.17 Grant funding £3792.46</i>