

FRIENDS OF DIPTFORD SCHOOL COMMITTEE.
Meeting held at Diptford Primary School.
On
Thursday 29th of September 2022 @ 19.30

Minutes.

1. Present:

Jo Palmer (Chair), Roger Knight (Treasurer), Elle Barnes (Deputy Chair), Kim Woodley (Committee Member), Amy Lethbridge (Secretary), Holly Edgington, Xenia Ball, Juliet James, Angela Fisher, Helen Price

2. Apologies:

Cheryl Mathieson, Sarah Benson, Sophie Taylor, Lucy Carroll, Clare Olsen

3. Minutes from Last AGM:

Read by Jo and published on WordPress.

4. Chair Report:

It's been another great year, we have raised a large amount of funds, enabling us to get the new canopy built in the lower year's playground and the covered seating in the field.

We started the year with the Totnes Raft Race; where 8 Diptford dads got together to race down the River Dart to raise funds for FODS! They all had a lot of fun and were supported well by Diptford families all the way along the route. The Rotary club were impressed by our efforts and donated an additional £400, which was presented at our Christmas afternoon social event.

Our next event was the annual spooky disco which, as always, was a great success.

Into the winter months and the traditional Christmas activities were arranged including selling Christmas cards, tea towels and coasters, as well as organising the Christmas craft day. Although parents were unable to go into the school to help, we still managed to provide the children with some lovely crafts to do throughout the day.

This year we were able to hold our FODS Christmas lunch. It was great to see some new faces attend the lunch at the Church House Inn, Rattery.

In January we held a virtual quiz and raffle. This was very well attended by many families from school as well as their extended families from all over the country, which was great to see. A big thanks to Mrs. Gilby and Mrs. Setter for being the quiz masters, and to everyone who donated raffle prizes.

Into the Spring we organised a cake sale, with school, to raise a few extra pennies. This was followed by the Annual Duck Race in April. This was a really well attended event with most families from school turning out to watch the ducks race down the river. And, of course, to enjoy cream teas made by Hawks class to cover the cost of a fun swim day at Ivybridge Leisure Centre.

Summer arrived with glorious weather for both the sports day BBQ and Diptfest. Diptfest, once again, was a great afternoon and everyone had lots of fun. We asked parents to donate prizes to keep costs down and to do our bit for the environment by not purchasing more plastic toys. We did notice a decrease in attendees and therefore takings this year.

Other fundraising events this year have included 100 club, bags2school, jumble sales, second hand uniform sales, the advent fair, film day and amazonsmile.

This year we ran monthly school tidy up days to try and keep on top of the maintenance around the school. We made a huge impact each time and now hopefully the school and the new maintenance man will keep on top of the work we started. Thank you to everyone who popped in, for no matter how long, everyone made a difference!

As ever, none of this could happen without the great efforts of the committee, I would like to personally thank Elle Barnes, Kim Woodley, Roger Knight and Amy Lethbridge for their invaluable support to me for another year. Also, to Jodie, Holly and Rachael for being at the end of the phone!

On behalf of the committee, I would like to thank all of our supporters in the school, amongst the parents and the community.

We are always looking for more parent helpers and fresh ideas, if you could spare some time to help with FODS please let us know, everyone is welcome!

This year will be my last year as Chairperson of FODS, so we are looking for someone to shadow me, for the next 12 months, before I stand down. If you would be interested in this role, please let one of the FODS team know.

5. Treasurers Report:

I attach below the report on the results for the year ended 30 November 2021, as submitted to the Committee meeting of 4 April 2022.

These figures have subsequently been included in our annual reporting to the Charities Commissioner.

I have subsequently prepared the attached financial summary for the year analysing our receipts and payments for the year in more detail and showing the contributions from individual fund-raising activities.

At 27 September 2022 our cash on hand amounted to approximately GBP 9650 with liabilities (outstanding 100 Club draw prizes mostly) estimated at GBP 700. Of the estimated net funds of approximately GBP 8950, small balances remain designated for the accelerated reader scheme and for playground toys, although further work is required to determine these precisely. Our free funds exceed GBP 8000.

Report to meeting of 4 April 2022

I set out the financial report for the year to 30 November 2021.

Subject to the committee's approval of this report, we are now in a position to complete our annual filing with the Charity Commissioners.

Details of grants and donations received, the proceeds and costs of fund-raising activities, and disbursements are set out in the attachment to this note.

The highlight figures are:

	GBP
Opening cash	8165
Total receipts	11206
Total payments	10081
Closing cash	9290

Payments include distributions of GBP 7444, comprising:

	GBP
Playground equipment, final payment	3579
Playground steps	1081

2x gazebos	238
Clean-up day costs	53
Books (accelerated reader scheme)	192
Flowers for village (random acts of kindness)	50
Canopy – professional fees	250
Canopy - materials	2001

At the year-end our cash on hand, excluding petty cash and uniform floats, amounted to 9290 (approximately 9200 after adjusting for known liabilities). This included funds held for designated purposes totaling 4283 (library books and accelerated reading scheme 147, playground toys 400, and canopy 3736), leaving ‘free’ cash of just more than 4900.

It was another strange year with most of our usual fundraising activities still curtailed by Covid. Nonetheless we again had a successful year in raising funds for the canopy. Our Diptfest event and the Dads’ participation in the Totnes Rotary Raft race were major successes.

During the year we made the final payment for the playground equipment fund, of 3579 bringing the total cost to 18199. We had raised more than this (including the allocation of 2250 from general funds) and were able to fund the new steps and were still able to carry funds over to the canopy project.

The canopy project is itself well-funded and, at the time of writing, nearly complete. Many thanks are due to Graham Taylor for all of his input, and to those who supported him, reducing costs to a manageable level.

Our free funds are healthy.

6. Election of new committee:

At this point in the meeting the current committee stood down and those present reelected a new one. Due to current work load it has been decided that the Deputy Chair position is going to be removed at this time therefore Elle is standing down. Jo stood down as Chair, was nominated by multiple people present and is happy to continue. There were no other volunteers/nominations for Chair. Xenia showed an interest in the possibility of continuing the Chair role when Jo stands down in the future and will therefore shadow her this year. Xenia will take on the role of “Shadow Chair” she was nominated by multiple people present and accepted. Amy stood down as secretary, she was nominated by multiple people attending and is happy to continue, however as her eldest is leaving at the end of this academic year this will be her last year on FODS. There were no other nominations/volunteers for secretary at this time. Roger stood down as Treasurer, he was nominated by multiple people present and has taken the role up again for another year. Concerns were raised over continuation of this post as he wanted to stand down last year, the post was advertised via email, newsletter and WhatsApp with no interest voiced. There were no other nominations/volunteers for Treasurer at this time. This led to a discussion over why there has been no interest and it was found this may be due to the nature of the role. A possible shared ownership of this role after some shadowing with Roger was an idea that was raised. Kim and Elle are happy to explore this further and follow Roger in his role closely. Initially they will take over the running of the 100 club. Finally we opened the floor to those others present to see if they would like to become a committee member, Juliet volunteered and was gratefully accepted.

7. A.O.B.

Amy to put a message out on parents and FODS WhatsApp groups to alert people to the existence of "WordPress" where the minutes from FODS meetings are posted and the possibility of receiving an email notification when this happens.