**FRIENDS OF FLITCH GREEN**

**Minutes of the FFG AGM meeting**

**Held on Monday 19th September 7.30 pm 2016**

**At Flitch Green Academy**

**Present:**

Sarah Tuck Sarah Rider

Nathan Lowe Victoria Cripps

Sara Sexton Emma Miles

Sheena Kendall Maria Swift

Sarah Boreham Jennie Knight

Laura Wilkie

1. **Apologies for absence**

Chris Earle

1. **Minutes of last AGM**  
   ST started the AGM by agreeing the last year’s AGM minutes. There were no outstanding items.
2. **Chairs Report for 2015/16**  
   SS read out the chairs report written by JC for 2015/16 which will be sent out after the meeting. It has been a great year even though events had been reduced. Parents and children both enjoyed the disco's, quiz night, and the luau which finished the year off perfectly. She summarised the events we have put on and thanked everyone for their hard work including new members and staff. Cake stall has been very successful when it has been run half-termly with the whole school supporting it. We have purchased reading books, playground equipment and Forest School accessories. The Chairs report was agreed by all FFG members present.
3. **Treasurers Report for year ended 31/08/2016**  
   ST summarised her Treasurers report for the academic year 2015/16. FFG has raised a total amount of £4250.53. A summary of income from all the events was available at the meeting. The cake stall made a total of £219, xmas cards made £275, discos £104, non uniform day £222 and the lottery made £452.. The quiz night £457, the evening with Ronnie Buckingham and raffle £775, crazy hair day £214, southend bands £718 and the end of year Luau £1425. The Treasurers report was agreed by all FFG members present.

Accounts to be sent to the Charity Commission.

ST has appointed CH Accountancy as an independent examiner of accounts.

1. **Election of Officers and Trustees of the Committee**

Sarah Tuck was officially voted in as chairperson - proposed by Sarah Boreham and seconded by Sheena Kendall.

Emma Miles was officially voted in as treasurer – proposed by Sarah Tuck and seconded by Sarah Boreham.

Victoria Cripps was officially voted in as secretary - proposed by Sarah Tuck and seconded by Sara Sexton.

Ordinary committee members include: Sheena Kendall, Sarah Rider, Sarah Boreham, Nathan Lowe, Maria Swift, Jennie Knight, Laura Wilkie and Chris Earle.

1. **Special Business**

A new constitution is to be signed by Sarah Tuck and witnessed.

1. **Any Other Business**  
   Emma Miles to submit income summary to the Charity Commission.

Nathan Lowe wanted to thank all of FFG for all their hard work on behalf of the children and for putting on excellent events during the year.