

Friends of Riverside Primary School
AGM Minutes
14th September 2021

	Item	Led By		Actions	Action by when?
	Those Present	NW	Natalie Watson (Chair), Samantha Banks (Secretary), Vicki Atkinson, Tracie Devereux, William Watson, Avril Huston, Kayleigh Ward, Charlotte Dyer, Tiffany Patterson, Gemma Clarke, Sasha Kampanis, Svetla Velikova Minutes Taken By: Samantha Banks (Secretary)		
1	Apologies for Absence	NW	Clare Carter, Kirsty Cruttenden, Louise Richardson (Treasurer), Mercedes Wilkinson and Vicky Scott		
2	Minutes of the last AGM	NW	The minutes of the last AGM, held on 20.11.20, were approved as an accurate record of the meeting.	To be signed and held on file	NW
3	The Chair's Report	NW	Natalie Watson presented her annual report to the Committee (Appendix A) NW noted and thanked the planning team for their support during a difficult year, highlighting the events that were unable to go ahead but finishing with the positives of what we did achieve. NW to re-share this document as it was missed out of the printed pack The Committee had no further questions.	NW to send out to planning team	NW 14/09
4	The Treasurer's Report	NW	Natalie Watson presenter the Treasurer annual report in Louise's absence to the Committee (Appendix B) NW noted our biggest fundraising project of the year, Rainham's Big Spring Clean which raised just shy of £1000 with a 2 week planning time, Any future events will only be more successful due to having a longer lead time. GC asked about Amazon Smile, NW confirmed what the scheme was and discussed promoting this more in the coming year including having a table at a future event to sign parents/carers up NW was asked about what FoRPS funds vs school. AH assisted in confirming that FoRPS help pay for extras that are over and above the curriculum. NW went through previous financial statement to give examples of what FoRPS has funded. KW suggested that we promote what we fundraise and pay for on a wider basis to raise awareness		
5	Appointment of Independent Examiner (Accounts)	NW	NW will ask Mrs Gordon (Business Manager) to independently examine the FoRPS accounts.	SA to liaise with NG	Jan 22

6	Election of Committee Members for the year 2021/22	NW	<p>Position: Chair Nominations received: None Natalie Watson informed the committee that she would be willing to re-stand. There were no objections. Motion Carried.</p> <p>Position: Secretary Nominations received: None All members present had been provided with a written supporting statement from the nominee prior to the meeting. KC proposed that Samantha Banks should be elected as Secretary. There were no objections. Motion Carried.</p> <p>Position: Treasurer LR confirmed previously to the committee that she would be standing down this year. The committee expressed their thanks for her hard work and passed this onto Louise in her absence.</p> <p>Nominations received: One (Samantha Agnew) All members present had been provided with a written supporting statement from the nominee prior to the meeting. NW proposed that Samantha Agnew should be elected as Treasurer. There were no objections. Motion Carried</p>	<p>KC/NW to arrange a timely handover of the role and associated paperwork</p> <p>LR/SA to arrange a timely handover of the role and associated paperwork</p>	<p>KC/NW Dec 20</p> <p>LR/SA Oct 21</p>
7	Any Other Business		NW informed the Committee that the outdoor classroom project has been put on hold for the time being whilst Mrs Wilmer assesses the options. FoRPS will work towards a Sensory room and Garden as our 'big idea' for our forthcoming fundraising focus.	NW/Kim W	Ongoing