

# Minutes from SAF Meeting 01/03/2017

## Present:

Davina Benton	Jo Chesterman	Lucy Searle
Nic Hope	Sam Cunningham	Helen Brownell

## Apologies:

Gina Hayman	Susan Foster	Sally Martin
Rachel Scammell	Laurie Munro	

Please note that the Committee Members were disappointed that no Summerhill Academy staff member could be present.

## Matters arising from the minutes of the last AGM

- None to report

## Chair's Report

Attached

## Treasurer's Report

Attached

Bank Balance today: £7633.69

Petty Cash £50

Income from 2016-2017 financial year: £8902.50

Expenditure from 2016-2017 financial year: £1575.67

We will approach the school bursar to verify our accounts next year.

## Election of Committee Members

The Committee stood down and were all nominated and re-elected.

Chair - Davina Benton

Treasurer - Sam Cunningham

Secretary - Nic Hope

AGM concluded

## Matters arising for upcoming events:

- 17 May Playing Out Chalk Event & World Food Sale
  - Running from 3.30-4.30pm
  - We will invite parents to contribute various foods from different countries of origin to sell to raise money for SAF
  - It will be advertised in the St George and Redfield Voice
  - There will be 2-3 food stations to avoid massive queues
  - SAF will provide drinks - tea, coffee and squash
    - Actions:
      - *JC & HB to do Risk Assessments*
      - *Sam to sort a float out*
      - *JC to liaise with school re advertising and contacting parents re bringing food*
- SC is to follow up on whether or not we are allowed to store the gazebos at the school, but we will buy them anyway and find an alternative storage place if necessary
- NH to find a picture of the reopening of the library to send to the John James Foundation
- DB will organise dates with the school for Freeze Pop Fridays, discos and Summer Fayre
- HB will look into First Aid Training

## Date of the Next Meeting

14/6/17 - 7pm Wetherspoons on Church Road

Informal meeting 23/05 2pm

# **SAF annual activity report for AGM on 27 April 2017**

Summerhill Academy Friends (SAF) was officially formed on 12 April 2016 when the last AGM was held by the school.

Currently SAF is led by:

Chair - Davina Benton (Trustee)

Treasurer – Sam Cunningham (Trustee)

Secretary - Nic Hope (Trustee)

Events - Helen Brownell

## **SAF activity since last AGM**

### **2016**

April - First SAF newsletter issued and Facebook page was set up

May – 17<sup>th</sup> - SAF meeting

June – 16<sup>th</sup> - Summer picnic arranged with Academy for Y2 children and parents  
17<sup>th</sup> – Freeze Pop Friday

July – SAF constitution was agreed

1<sup>st</sup> – Freeze Pop Friday

7<sup>th</sup> – Funding sub-committee meeting

15<sup>th</sup>- Freeze Pop Friday

19<sup>th</sup> - End of term discos

August - £5k funding was received from John James Foundation Trust as a result of the bid from the funding sub-committee. £2k is to be spent on school trips and £3k on library books.

Sept – Process to request SAF funding was agreed with the school

27<sup>th</sup> – SAF meeting

Oct – New SAF logo launched!

Nov – 2<sup>nd</sup> – SAF meeting – Terms of Reference agreed

15<sup>th</sup> – Winter discos

18<sup>th</sup> – Hosted cake sale to raise money for Children in Need

Dec – 2<sup>nd</sup> - Winter fayre – included a non-uniform day for chocolate tombola prizes and linked to the lantern parade. Received raffle prizes from local businesses and refreshments from Co-op.

### **2017**

Jan – Received £2k Big Lottery Funding from former After School Club

11<sup>th</sup> - SAF meeting – agreed to supply petty cash for Wednesday community group

March – 2<sup>nd</sup> - World book day – sold books hot dogs and hot choc to tie in with library launch

## **Upcoming activity**

We're currently applying to the Charities Commission for charity status.

Term 5 - 17<sup>th</sup> May – 'Chalk Off' and world food sale

Term 6 - Freeze Pop Fridays (fortnightly)  
Possibly supporting Y6 leavers event  
14<sup>th</sup> July - Summer fayre

Income & Expenditure - 01/04/16 to 31/03/17

<b>INCOME</b>		£
Grant	5000.00	
Big Lottery (C.O.S)	2000.00	
Fund raising events:		
<i>Disco</i>	<i>637.76</i>	
<i>Winter Fayre</i>	<i>1065.58</i>	
<i>World book day</i>	<u><i>199.16</i></u>	1902.50
		<u><b>8902.50</b></u>
<b>EXPENDITURE</b>		
School library	673.75	
Community group	20.00	
Events:		
<i>DJ</i>	<i>140.00</i>	
<i>Refreshments</i>	<i>422.31</i>	
<i>Prizes</i>	<i>58.20</i>	
<i>Books</i>	<i>138.91</i>	
<i>Sweet/fudge</i>	<i>102.55</i>	
<i>Equipment</i>	<u><i>19.95</i></u>	881.92
		<u><b>1575.67</b></u>
<b>Opening balance @ 01/04/16</b>		
<i>Cash in tin</i>	<i>356.86</i>	
<i>Bank</i>	<u><i>0.00</i></u>	<b>356.86</b>
Receipts		8902.50
Expenditure		1575.67
<b>Closing balance @ 31/03/17</b>		
<i>Cash in tin</i>	<i>50.00</i>	
<i>Bank</i>	<u><i>7633.69</i></u>	<b>7683.69</b>

Prepared by Treasurer:

---

Samantha Cunningham CIMA Adv Dip MA