

# Friends of High Firs Primary School Association

Supporting Our Children's Education

Registered Charity No. 1137633

President: Mr C Turtle  
Chair: Marie Collett  
Christine Munday  
Deputy Chair: Sarah Jones  
Secretary: Dee Zammit  
Beth Tiller  
Treasurer: Jenny Pantlin  
Safety Officer: Brian Bunning  
Other trustees: Liz Brookes  
Charlotte Tiller



Court Crescent  
Swanley  
Kent  
BR8 8NR

## ANNUAL GENERAL MEETING OF THE FRIENDS OF HIGH FIRS HELD ON 10<sup>th</sup> SEPTEMBER 2015

### **Present:**

Committee Members/Trustees: Sarah Jones, Christine Munday, Brian Bunning, Jenny Pantlin, Charlotte Tiller, Beth Tiller.

Members: Carol Rennie, Paul Bentley, Sarah Palmer, Lisa Ellis, Minal Patel, Donna Burke, Sally Cue, Natalie Elliot, Zara Walton, Lulu Robertson, Peter Robinson, Lisa Spokes, Emma Walford.

President: Colin Turtle

### **Item: Subject:**

The meeting started at: 7.00pm

#### **1. Introduction and Welcome**

Christine Munday welcomed everyone to the meeting.

#### **2. Apologies for absence**

Apologies received from Debbie McCullough and Rachael Fox.

#### **3. Minutes of the AGM held on 11<sup>th</sup> September 2014**

The previous minutes were all agreed from the AGM 2014.

#### **4. Matters arising from the minutes**

No concerns were raised.

#### **5. Statement of Accounts for the year ending 31<sup>st</sup> August 2015**

Christine Munday briefly summarised the contents of the accounts noting in particular the main events that had organised throughout the year. Christine also highlighted how the money raised had been spent, mainly on the purchase of WIFI tablets for use throughout the school.

Christine Munday also summarised the role of the Trustees and the importance of raising extra funds for the school. She also explained the role of class representatives. There are usually 2 representatives per class who communicate between individual classes and parents and the Friends committee. There is no limit to the number of class representatives and the more the merrier. The support from class representatives is vital when it comes to raising funds for the school.

our main events from help prior to, setting up, during and after events. As well as asking as many parents as they can. We really could not manage without any of them.

Further thanks was given to everyone involved in organising and attending the Friends events throughout the year. A note of thanks to Mr Turtle and Miss Rennie for their support of the Friends.

**6. Appointment of Independent Examiner of Accounts for Year Ending 31<sup>st</sup> August 2016**

A thank you Wendy Wuraola who has previously examined the accounts for the Friends. An accountant for the forthcoming year has yet to be appointed but Charlotte Tiller suggested her husband Stuart as a possibility.

**7. Election of Officers/Trustees of the Committee**

Christine Munday, Sarah Jones, Jenny Pantlin, Beth Tiller, Brian Bunning and Charlotte Tiller confirmed they were happy to continue in their roles.

Chair – Christine Munday

Deputy Chair – Sarah Jones

Secretary – Beth Tiller

Treasurer – Jenny Pantlin

Safety Officer – Brian Bunning

Other Trustee – Charlotte Tiller

Staff Representatives – Carol Rennie and Debbie McCullough

**8. Appointment of Class Representatives for the School Year**

The following nominations for Class Representatives have been received:

R – Lulu Robertson and Lisa Spokes

1 – Emma Walford and Holly Bunning

2 – Jo Almeida and Charlotte Tiller

3 – Zara Walton and Natalie Elliot

4 – Lisa Ellis and Sharon Kennedy

5 – Sally Cue and Sarah Palmer

6 – Charlotte Johnson and Paul Bentley

Welcome to the new representatives..

**9. The Honorary title of President of the Association**

Mr Turtle agreed to head this position.

**10. Any other business**

Next meeting to be held in the school staff room on 8<sup>th</sup> October 2015.









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