**Stowupland Friends of Freeman**
**AGM 2026**

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| Date and time | Thursday 22nd October 2026, 6:00pm |
| Attendees | Megan Oxborrow (Chair); Vicky Freer (Treasurer); Kimberley Rowlands (Secretary); Fiona Duddridge; Kayleigh Symons; Chloe Redhead; Charlotte Morgan; Tom Culham; Emma Gerry |
| Actions from previous AGM | All in line with constitution. |
| Actions from previous meeting | Minutes all actioned. |
| Chairperson welcome | Welcome and introduction. Outlined the AGM agenda. |
| Chairperson annual summary | It has been another great year for our PTA, and I feel incredibly thankful to have such a wonderful group of committee members alongside me. Everyone gives what they can, when they can, and I truly believe this is one of our greatest strengths. The responsibility is shared, rather than falling on one person, and that is what makes our team work so well.<br><br>**Events and Fundraising**<br><br>We have continued to run many of our tried-and-tested fundraisers, which remain popular with the children and provide a fantastic way to raise much-needed funds for our school. My personal highlight is always the Summer Fete, which brings our whole school community together and really captures what our PTA is all about.<br><br>Our focus on securing external funding through sponsorship also really stepped up last year. From Christmas raffle tickets and a real Christmas tree to iPads, Wonka Bar wrappers and individual colour sponsorships for our Colour Run, these opportunities made a real difference. Together, they raised approximately **£1,100**, which is a fantastic achievement and something we should all be proud of.<br><br>Looking ahead to this year, I would like us to build on this success by exploring external funding opportunities through grants and bursaries, including those available through the local council and other organisations. This could open up further opportunities to support the school without relying solely on our own fundraising efforts.<br><br>**Spending and Priorities**<br><br>Our spending has been a little lighter this year, so I will be encouraging the school to review its needs and help us identify where our funds could have the greatest impact. Last year, our main expenditure included iPads, school planners and the pantomime, all of which provided valuable benefits and experiences for our children. It is important that we continue to work together to ensure our fundraising supports the areas where it is needed most. |

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| | **A Personal Thank You**<br><br>Finally, I would like to personally thank each and every one of you once again for the time, effort and commitment you give to our PTA. I know everyone has their own busy lives and responsibilities, so the fact that you continue to give your time to benefit our lovely school and its children means so much.<br><br>A special thank you to **Vicky, our Treasurer, and Kim, our Secretary**, for everything you have contributed throughout the year. I would also like to thank **Tom**, who continues to action our dual-release payments while the banking mandate is still being processed. Your patience and support with these important tasks are greatly appreciated.<br><br>And, of course, a big thank you to **Emma**. We are fortunate to have such a positive relationship with our Headteacher. The trust she places in our committee is something I genuinely value, and I appreciate the confidence she has in all of you to make decisions and work together for the benefit of the school.<br><br>Thank you all for another fantastic year. It is a privilege to be part of such a supportive team, and I look forward to seeing what we can achieve together in the year ahead. |
| Treasurer annual report | Good evening everyone. I am pleased to present the Treasurer's Report and share what your support has helped us achieve over the past year.<br><br>**Financial highlights**<br><br>• £5,423 was raised by parents through our events and activities.<br><br>• £1,120 was kindly donated by local businesses through event sponsorship<br><br>• £3,567 was spent directly on items and experiences for the children.<br><br>• £1,912 was spent on running our events.<br><br>Based on these figures, total income was £6,543, total expenditure was £5,479, giving a net contribution of £1,064 for the year.<br><br>**How the money supported the children**<br><br>Our spending included new iPads, the Christmas pantomime—which the children all loved—and our usual support for Year 6 leavers and planners, as well as new outdoor equipment.<br><br>The introduction of outside sponsorship this year made a real difference. It helped us keep event costs low, improve the return from our fundraising, and direct more of the money raised towards activities and resources for the children.<br><br>**Thank you**<br><br>On behalf of the committee, thank you to every parent, volunteer and local business that supported us. Your time, generosity and involvement have enabled us to provide valuable extras and memorable experiences for all the children. We look forward to building on this success in the year ahead. |

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| Members stepping down from current committee responsibilities | All members as per constitution:<br>Megan Oxborrow - Chairperson<br>Vicky Freer - Treasurer<br>Kimberley Rowlands - Secretary |
| Election of new committee members | Meeting attendees put themselves forward for positions and were seconded:<br>Megan Oxborrow - Chairperson (Noted within minutes that this will be the final year Megan will continue as Chairperson and a new Chairperson will therefore need to be appointed at next year's AGM)<br>Vicky Freer - Treasurer<br>Kimberley Rowlands - Secretary |
| Upcoming events | Discussed upcoming fundraising events for Autumn term:<br><br>• **Christmas Cards:**<br>- Christmas cards have been made in school and sent home with children for orders. £1 will be given to FOF for every order.<br>- Orders to be collated and sent off to the company.<br><br>• **Disco - 5th November:**<br>- DJ has been booked and confirmed for 5th November.<br>- Payment per child to be brought with them to each disco, as per previous years, with reception/1/2 to bring money in on school day as their disco takes place straight from school. Communication to be sent out to parents this week.<br>- Volunteers requested via FOF group chat and enough volunteers for year 3/4 and year 5/6 disco.<br>- The reception, year 1 and year 2 teachers are going to stay for the first disco, and a message will be sent out to the parent group chats to see if any new parents would like to help at the first disco.<br>- It was noted that this disco last year brought in a number of new parents to FOF following help at the disco so hoping to reach out to new members in this way again.<br><br>• **Christmas Raffle & Tuck Shop:**<br>- 5th November will be non-uniform day in return for a contribution to the rainbow hampers.<br>- Agreed that it was useful to send out examples of gifts for each colour in the newsletter, so this will be repeated for this year.<br>- Volunteers to make up hampers once donations have come in will be arranged via FOF group chat.<br>- Raffle tickets will be sold in advance through tickets sent home with children, with more available on the last day of term on the playground. Action: To find Christmas raffle business sponsor.<br>- All in agreement that the donated Christmas tree last year was lovely for the festive period and to reach out for a business sponsor for this again. Action: To find Christmas tree sponsor.<br>- Christmas tuck shop to be organised via group chat and arranged for the last day of term.<br>- Additional suggestion of wooden bauble decorating competition with winner receiving a craft bundle agreed would be a lovely idea. Action: Meg to review supplies and feed back to FOF group chat for someone to take this forward.<br><br>• **Magic Show:**<br>- A magic show has been booked for 15th December using some of the funds raised through events last school year. There will be 3 performances of 30 minutes each split between reception/1/2; 3/4 and 5/6 |

Discussed repeating the following FOF events throughout this school year:

- **Pancake Day:**
  - All in agreement to repeat the pancake flipping competition again, if we can arrange volunteer availability.
  - Reminder to use mini scotch pancakes as they worked best and produced the least amount of mess.
- **Valentines Day Tuck Shop**
- **World Book Day:**
  - All in agreement to repeat the Wonka bars again this year as this has been very successful in prior years.
  - All agreed that a more premium chocolate bar, such as Galaxy was well received.
  - Following the success of several businesses providing sponsorship, agreed we would look at asking for sponsors of the wrappers/golden tickets to enable the purchase of the premium chocolate bars.
  - FOF will look to reach out to local businesses for golden ticket prizes as with the previous Wonka bar event.
- **Easter:**
  - Agreed to repeat prior year events with the colouring competition, with donations of easter eggs to give one child per class an egg as a prize, and an easter tuck shop.

Discussed Summer term events to include disco, summer raffle, Frozen Friday(s) and fun run.

- **Summer Raffle**
  - Agreed one big basket worked well, using prize donations to cover the raffle, tombola prizes and keep any chocolate for the next chocolate bingo event.
- **Sponsored fun run:**
  - Agreed that a sponsored fun run would be great to repeat again.
  - Possible suggestions include a repeat of prior years' colour runs or an obstacle course with inflatables.
  - It was discussed how this could be split from sports day and possibly take place on the same day of the Year 6 Leavers event to hire one item across two events for cost saving, and allow the children more time to use the hired inflatable course.
  - Emma mentioned that space would be required for parents on the field at sports day and wet weather delay would also need to be considered when looking into the hire of anything.
  - Action: to look into availability, cost and cancellation policies for possible inflatables.

Discussed some possible new events:

- **Silent Disco:**
  - The idea of a silent disco was suggested as an alternative to the next school disco.
  - Action: Fiona to look into the costs and availability of this and feed back to the FOF committee.

- **Immersive Experience:**
  - Discussed that it would be great to provide the children with another immersive experience throughout the year using some of the funds raised through the committee.
  - Possible ideas include an animal encounter or a science show.
  - Action: Committee Members to look into the ideas, costs and availability and feed back to the FOF committee via group chat.

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| AOB | Discussed current organisation of events and arranging volunteers. All in agreement that the current method of doing this via the group chat works well.<br><br>Discussed spending of funds and how would be best to do this. A number of committee members expressed interest in something to benefit the children in school during the hot weather, such as gazebos for the field to go up for the whole summer and the possibility of an air cooling system within school, especially for the year 5 and 6 classrooms that get especially hot. Action: Fiona to look into the costs of the air conditioning through some known contacts and feed back to the committee.<br><br>Discussed reaching out to new parents to join the committee. Some members will be stepping down over the next few years due to their children leaving the school, so gaining some new members is important to keep the committee going. Possible ideas:<br>- More activity through the FOF Facebook page - possible polls to vote on events and more updates on what activities have been done.<br>- Newsletter insert from a FOF parent giving their perspective of what it's like to be on the committee and what volunteering means to them.<br>- A round-up of the prior year's events in a small summary that appeals to parents - a quick read about how much raised, spent and how they can get involved. Action: Kim to arrange this alongside AGM minutes.<br><br>Discussed informing parents about FOF being a registered charity and the possibility of employee matching if they volunteer at an event where sponsorship is raised. Action: Kim to add this into the summary of FOF events to go out to all parents.<br><br>Discussed a give back to the children of committee members who regularly give up their time waiting around at events for their parents to finish helping, or help out themselves with set up and clearing away at events, such as the summer fete, colour run etc. Ideas included certificates, thank you cards, or possibly a little party. All to be funded by the committee parents as a way to acknowledge their involvement in the committee too. Action: Meg to look into possible options for this and feed back to the committee. |
| Summary of actions | • Meg to contact Barclays to finalise change of appointed banking representatives.<br>• Committee members to find a Christmas raffle and tree sponsor.<br>• Meg to review supplies within school for the wooden bauble decorations and feed back to FOF committee group chat to arrange this.<br>• Committee members to look into availability, cost and cancellation policies for possible inflatables or other sponsored fun run option for next summer.<br>• Fiona to look into the costs and availability of silent disco and feed back to the FOF committee.<br>• Committee Members to look into ideas for an immersive experience as a give back to the children with funds raised. Feed back to the FOF committee via group chat on ideas, costs and availability.<br>• Fiona to look into the costs of the air conditioning through some known contacts and feed back to the committee.<br>• Arrange a volunteer via group chat to look into possible regular newsletter or Facebook updates to reach out to new parents who may wish to join the committee.<br>• Kim to arrange a FOF committee update summary to send out to parents.<br>• Meg to look at possible ideas as a little give back to the committee members children and feed back to the committee. |