

**Friends of Castle Hill
Registered Charity No. 1063073**

ANNUAL GENERAL MEETING

10th September 2024

To be held in the School Hall at 7 pm

AGENDA

Ordinary Business

- 1] Apologies for absence
- 2] Minutes of the Annual General Meeting held on 13th July 2023
- 3] Matters arising from the Minutes
- 4] Chair's Report for 203/2024
- 5] Treasurer's Report for the year ending 31st August 2024
- 6] Adoption of new constitution
- 7] Election of Officers and Trustees

Chair
Secretary
Treasurer

- 8] Election of Committee members

Special Business

- 9] Run through calendar of events 2024/2025

Any Other Business

- 10] Any other business

Chairs Report – AGM 10th September 2024

Firstly, for those of you who don't know, I will briefly explain how The Friends of Castle Hill is run. As a PTA (Parent & Teachers Association) we are a registered charity and therefore governed by the Charity Commission for England & Wales. There are 4 trustees – myself and Lea as co-chairs, Helen as Treasurer and Jen as Secretary. We are all volunteers, and it is our legal responsibility to ensure that the charity is well run. Trustees have independent control over, and legal responsibility for, a charities management and administration. We are governed by a constitution which is our own set of rules. We are a separate legal entity to the school and although we work very closely with them, the trustees are ultimately the decision maker for how the PTA funds are spent and to ensure that the funds and other resources are managed. Each year, there are various things that The Friends are usually asked to fund by the school. Every child will benefit from our fundraising in different ways as they progress from reception to year 6.

One of the main aims of The Friends is to build a community around the school and to foster a spirit of collaboration and engagement to enrich the experiences of our children. I know that I have made more connections and stronger friendships from being a part of The Friends and I hope that reflects all around the school. We have also built a great partnership with the teachers and helped to build that vital link between school life and home life that makes our school feel like an extended family.

The school year from September 2023 has really been the first full event calendar since the COVID pandemic and I am honored to have co-chaired The Friends Committee. We really have come back with a bang and with over £10,000 raised for the school, the effort that we have put in has been more than worth it. We have introduced several new very successful fundraising events to the school calendar, and we hope that these will become annual occurrences for the community to look forward to.

Key successes of the year were the Christmas Wreath making event, The 3 Peaks of Brockworth Sponsored Walk and Castle Hill Fest. I think that most of the school community were involved with at least one of these events and I am sure you will agree that they were a roaring success. We look forward to building on them to make them bigger and better this year! Of course, none of these events would happen without our incredible volunteers and I would like to take this opportunity to personally thank you for your efforts and continued support.

With a year of experience behind us, the current committee are raring to go for another successful year of fundraising and fun. I welcome all of you to consider supporting the PTA and encourage anyone willing to contribute their time, skills and passion for our school to step forward. Your involvement will be instrumental in ensuring the continuity and growth of our PTA's activities.

In conclusion, I am proud of what our small PTA has achieved in the 23/24 academic year and I thank everyone for their involvement whether big or small. Together, we have made a positive impact on the lives of our children and the school community. I would also like to thank Lea, Helen and Jen for sharing so much of their time. Whether it is a late night message on the group chat with a new idea or a quick dash to the shop to grab something we have run out of, your dedication and enthusiasm is faultless and we have managed all of it with little to no disagreements!

The Friends of Castle Hill School
Last updated 31/8/2024

Treasurers Report – 2023 – 2024

The opening balance for The Friends of Castle Hill school on 1 September 2023 was **£1885.19**.

The closing balance for The Friends of Castle Hill school on 31st August 2024 was **£4,300.58**.

During 2022/23 The Friends of Castle Hill School ran 10 events to raise money, breakdown below.

EVENT	INCOME		EXPEND		PROFIT
Disco x2	£280.00	Cash	-£280.00	Cash	£1,033.00
Disco x2	£1,526.00		-£493.00		
			-		
Christmas	£1,905.21		£1,024.69		£880.52
Wreath	£824.50		-£385.76		£438.74
Mothers/Easter	£495.09		-£238.75		£256.34
Yoga	£240.00		-£13.46		£226.54
3 Peaks	£1,663.84		-£429.31		£1,234.55
Fathers Day	£150.90		-£78.59		£72.31
Festival	£440.00	Cash	-£440.00	Cash	
Festival	£1,555.00		-£884.78		£670.22
			-		
Total	<u>£9,080.54</u>		<u>£4,268.34</u>		<u>£4,812.22</u>

£200 in donations was received from a parents/carers and two grants.

Donations	£200.00
Grant TBC Community Grant	£232.10
Grant NGED SW Plc	£4,783.00

Total	£5,215.10
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The Friends spent in total £11,912.73 on purchasing items for the school and the expenses incurred for running events. The annual contribution to Y6 Leavers and legal fees (ParentKind membership & small lotto licenses). We have also paid a deposit for a Pantomime event in November 2024.

EVENT	EXPENDITURE	
<i>Disco x2</i>	-£280.00	Cash
<i>Disco x2</i>	-£493.00	Cash
<i>Christmas</i>	-£1,024.69	
<i>Wreath Making</i>	-£385.76	
<i>Mothers/Easter</i>	-£238.75	
<i>Yoga</i>	-£13.46	
<i>3 Peaks</i>	-£429.31	
<i>Father's Day</i>	-£78.59	
<i>Festival</i>	-£440.00	Cash
<i>Festival</i>	-£884.78	
<i>School trips</i>	-£650.00	
<i>School Swimming Lessons</i>	-£500.00	
<i>School Swimming Lessons</i>	-£500.00	
<i>Reception book bags</i>	-£162.50	
<i>Grant</i>	-£4,783.00	
<i>Insurance</i>	-£153.00	
<i>Lotto</i>	-£60.00	
<i>Y6</i>	-£475.27	
<i>MISC</i>	-£180.62	
<i>Panto Deposit</i>	-£180.00	
Total	-£11,912.73	

The total income for the Friends for 2023/24 was £14,328.12.

Income (note: costs for running events are included above, so the values shown are the takings from events NOT the profit made):

<i>EVENT</i>	<i>INCOME</i>	
<i>Disco x2</i>	£280.00	Cash
<i>Disco x2</i>	£1,526.00	
<i>Christmas</i>	£1,905.21	
<i>Wreath</i>	£824.50	
<i>Mothers/Easter</i>	£495.09	
<i>Yoga</i>	£240.00	
<i>3 Peaks</i>	£1,663.84	
<i>Fathers Day</i>	£150.90	
<i>Festival</i>	£440.00	Cash
<i>Festival</i>	£1,555.00	
<i>Grant</i>	£232.10	
<i>Grant</i>	£4,783.00	
<i>MISC</i>	£32.48	
<i>Donations</i>	£200.00	
<i>Total</i>	<u>£14,328.12</u>	

(NOTE: on 31 August 2023 a cheque for £69.93 covering expenses relating to the June school disco had not yet been paid in, which was cashed September 2023 and is an expense included within the 2023/24 accounts.

Opening Balance 1 September 2023 – £1,885.19

Income: £14,328.12

Expenditure: £11,912.73

Balance at 31 August 2024 – £4300.58