

The Friends of Wetheringsett Primary School

AGM 2025 Meeting Minutes



Date: Wednesday 2nd July 2025

Location: School Library

Attendance: Tracey Corlett (Chair), Louise Austin, Whitney Austin, Chloe Hall, Frances Hall (secretary), Vicky Dreher, Nicola Mackay (Treasurer), Leah Austin, Ruth Gale, Michelle Crisp, Natasha Barnes (all parents) and Emma Morris (representing school),

Apologies: Louise Crouch, Ella Souster, Janine Wright, Gina Hawes, Francesca Cresswell

1. Welcome by Chair.
2. Approval of AGM 2024 minutes. All present agreed that this was a true representation of the meeting and the minutes were signed by the chair.
3. Chairs report and sharing of thanks
 - a. Thank you to school for supporting our fundraising, from Friends
 - b. Thank you to committee for hard work, from Chair
 - c. Big thank you to Friends, from the school – genuinely lovely and positive feedback
 - d. Thank you to Chair for brilliant final year, from everyone.
4. Review of Treasurers' Report.
 - a. Balance currently stands at £1816
 - b. Very healthy year as balance was £2092 at AGM 2024 and goal to leave balance around £2000 has been achieved
 - c. Summary of Spending Academic year 2024/25 The “friends” supported many extra-curricular and curricular-enriching activities in the past academic year. The funds from the friends were used to subsidise coach travel to and from events and school trips, as well as to buying materials to enrich the curriculum and fund educational visitors and workshops to take place within the school.
 - d. Nicola to step down as Treasurer
 - e. Nicola to remain as signatory on the bank account.
5. Fundraising

- a. Achieved via weekly tuckshops, bake sales and drink sales, afterschool parties and the off-site bonfire celebration (which is consistently the biggest independent fundraiser).

6. Upcoming events

- a. Weekly Tuck Shops (Thursdays)
- b. Refreshments at:
 - i. Sports Day – Tue 8th July
 - ii. Summer Production – Mon 14th July
 - iii. Leaver’s Assembly – Tue 22nd July
- c. End of Term Summer Party – Thur 17th July (activities & raffle)

7. Upcoming spending

- a. Leavers gifts – approved.

8. Recruitment of new members and new committee

- a. Welcome to new active members Louise Austin, Whitney Austin, Chloe Hall, Leah Austin,
- b. The new committee (2025/26) was voted in to the following roles:

		Nominated by	Seconded by
Chair	Whitney Austin	Vicky Dreher	Michelle Crisp
Treasurer	Vicky Dreher	Frances Hall	Chloe Hall
Secretary	Frances Hall	Leah Austin	Michelle Crisp
Vice Chair	Janine Wright (in absentee)	Frances Hall	Vicky Dreher

9. AOB

- a. Travel costs: suggestion to share driving to places between outsourced coaches and parent volunteers. Very generous offer from Jungle Cubs (Whitney & Louise) to transport children to/from events with adequate notice. Suggestion of sourcing a school mini bus discussed, but not taken forward at this time. To review coach travel spending options and creative ways to save money at next meeting.
- b. Village Hall lease (to school) is reducing to Thursday and Friday only due to costs.
- c. ASDA cash pot and easy fundraising are passive income sources and to continue and be promoted in September.
- d. Newcomers tea party to take place on Friday 5th September 2025. Invite open to all.

To Do list:

Date/Time	Event	Items Needed	Who's Responsible
08/07/25 09:30	Sports Day	Ice-lollies	Nicola
		Soft Drinks	Nicola/TC
		?Cakes & Cookies?	All
14/07/25 13:30	School Production	Soft Drinks	Nicola
		Ice-lollies	Nicola
		?Cakes & Cookies?	All
17/07/25 15:15	Summer Party	Email parents via school re: price/permission	Tracey
		Water Balloons	Nicola
		Hose to fill balloons	Natasha
	£4 per child	Bean Bag Toss	Michelle
	£10 3xsiblings	Bean Bags	TC from School
		Marbles	TC from School
		Terracotta Plant Pots	TC to source
		Trays	TC to source
		Ties for 3 legged race	
		'Finish' line rope	TC to source
		Prizes/Sweets	Everyone donate
		Drinks	
		Crisps	
		Ice-Creams	
		Rubbish Bag	Tracey
		Magnets and water guns	Whitney & Louise
	50/50 Raffle	Board & Numbers	Tracey
		Prizes	Michelle
		Flyer end of June £4 per child/3 siblings £10	Frances
22/07/25 11:00	Leaver's Assembly	Leaver's Gift Hoodies	Natasha sorted
		Photograph	School
		Sign Shirts	Each Yr 6 child
		Signed Cards	School