

**FRIENDS OF SAINT CECILIA'S  
ANNUAL GENERAL MEETING HELD AT THE EARL SPENCER,  
MERTON ROAD, LONDON SW18 ON WEDNESDAY 12<sup>TH</sup> OCTOBER  
2016**

Present: Angela Parry, Hayley Brockway (*Co-Chairs*); Rebecca Gregg (*Secretary*); Yulia Shulgina (*Treasurer*); Fiona Downes, Laura Newman, Nicky Gadd, Simon Price, Gemma Brennan, Rhona Pryor, Lucy Ward – Smith, Damian Wild

Apologies: James Sharrett, Claire Luxa, Alexandra Custellanos, Lorraine March,

1. **Apologies and Quorum:** Apologies were received from those listed above. Angela Parry confirmed that a quorum (minimum of 12 members) was present.
2. **Minutes:** The Minutes of the Annual General Meeting held on Thursday 15<sup>th</sup> October 2015 were approved.
3. **Hayley Brockway** Hayley announced that she had taken the very difficult decision to step down from her role as co-chair and would not be standing for re election. Hayley thanked Angela Parry for all her support and said how much she had enjoyed working with her and the rest of the committee.  
Angela Parry presented Hayley with a bouquet and the committee all thanked Hayley for her hard work.
4. **Chairs' Annual Report:** Angela Parry

#### **MISSION STATEMENT**

The Friends of Saint Cecilia's exists to "advance the education of pupils/students in the School". The Friends may "[engage] in activities or [provide] facilities or equipment which support the School and advance the education of the pupils/students" and have the "power to make grants or loans of money". The Chairs' Annual Report sets out how the Friends have raised and granted money in respect of academic year 2015/16.

#### **4.1 SUMMARY OF THE 2015/16 YEAR**

The breakdown is available in the Treasurer's Report.

#### **4.2. ANNUAL FUNDRAISING EVENTS**

##### **Year 7 BBQ, September 2015**

This continues to be an extremely popular event in the first month of term to enable new parents and carers to get to know their children's teachers and other Y7 parents at the beginning of their children's secondary school life. It is not intended as a pure fundraiser but it makes money through the bar and barbecue. In fact, the bar ran dry and a Tesco run was necessary!

It had to be held indoors due to the threat of rain, but this didn't put people off. Rhona Pryor and Lucy Ward-Smith again did an excellent job of handing out mentor group labels and signing parents up as Friends.

Mr Robinson organised a rolling programme of musical interludes, showcasing the school's undoubted talent.

There was an excellent turn out of teachers, helped by the offer of a voucher for a free drink and a free burger or hot dog.

Improvements: To ensure that we over provide alcohol. It can always be used at the winter social.

### **Live Band Night, November 2015**

This was held in the third weekend of November. It can be difficult to get people signed up early on, as it is so close to the Christmas period.

Thanks to Adam Obee and The Marshall Plan for a great night.

This year we served meat and veggie chilli which went down very nicely indeed, but we are always open to new ideas about catering (or offers).

Rhona Pryor and Lucy Ward-Smith made a splendid effort of decorating the refectory and the facilities staff set up the stage and lighting.

**Suggestions:** For a change, we will have a disco in November 2016.

The school have offered to cost the catering. This may take away some of the strain on the Friends team.

### **Christmas Tree sales**

Fiona Carver one again masterminded the ever-popular sale of Christmas trees in various sizes. Thanks to Tor and Mark Ridler for providing their driveway in Skeena Hill as a collection point which worked well.

Same again this Christmas, but next year will need to be different as Fiona and Tor will be leaving us.

Thanks a million to them for their years of support and effort.

### **Quiz Night, March 2016**

Quiz Night was sponsored by Haart this year raising £750.00 and it was a sell-out, again, which was fantastic.

It was an excellent night with tables representing every school year and a staff table for the second time in a row.

We continued the tradition that one of the winning team members should compose the quiz. Thanks go to Rhona, Lucy and co. for a fun and enjoyable quiz which attendees felt was pitched at just the right level.

There was even a paper aeroplane challenge!

Fundraising on the night was boosted by the Heads & Tails game and a cash raffle.

We feasted on lasagne, followed by brownies for dessert.

**Suggestions for improvement:** Consider the option of paying £15 per ticket (rather than £12.50)

Same again next year!

### **Summer Fete, July 2016**

This year the Fete had an "Summer of Sport" theme to coincide with the World Cup and the Olympics. We had excellent sponsorship again from Winchester White (Letting Agent) raising £1,180.00.

Claire Luxa was a sponsorship superstar, again, prising prizes out of local businesses with a sports theme.

Rhona and Lucy were fantastic getting prizes for the raffle, all generously donated by local businesses, some of which were prizes in the lucky envelopes stall, a real hit this year. The main prizes were a Playstation 4 and a Sonos speaker.

Wimbledon Park Honda repeated its sponsorship of £400, bringing in one of their car models on site allowing children to write all over it. The car was then displayed in their showroom and featured in their social media activity. They were pleased with their feedback and plan to come again next year.

This year we again decided to invite students, parents and third parties to reserve stalls such as jewellery, second-hand clothes etc. We charged £25 per stall and £10 for students and this worked really well as it felt like we had a lot going on. We also had a number of "house" stalls, including games and sales, which were a great success and something that we will do again next year.

As usual, both the general and bottle tombolas were popular and well organised.

Thanks again, Mr. Nadanwar for his support and for "Beat the Goalie".

There are a number of thankyou's to staff, parents and carers who really stepped up to support the fete.

The musical performances were organised as usual by Mr Wells and the music department and are an integral theme of the fete.

Suggestions for improvement/continued success:

- internal and external stallholders
- Re book the "Last Man Standing" Inflatable
- Tug of War was fantastic. It needs to be timetabled differently so that people make best use of the inflatable.

### **4.3. DISBURSEMENTS FOR SCHOOL PROJECTS**

At a meeting on 9 October, the Friends decided to award the majority of the total amount of funds raised to assist with the funding of the school playground project. Work has started on this and the school will update on progress soon. Photos to follow!

The friends also funded curtains to hang behind the stage in the hall, to give the music and drama events a more professional look.

Mr Gallagher has expressed his sincere appreciation for all the hard work and support of the Friends over the year for helping to fund this worthy items and projects.

This year, we will meet on 7<sup>th</sup> November to discuss how we will spend this year's funds. Departments will be sending in their bids by 2<sup>nd</sup> November.

### **4.4. OTHER EVENTS**

#### **Year group discos**

Enthusiasm had dwindled so these were not organised last year, but there has been a request that we look into doing it again this year.

#### **Serving refreshments at school events**

Thanks to the Friends for volunteering to serve refreshments at Music and Drama Evenings throughout the year, including the annual musical theatre production. These functions generally raise between £150-£200 for the Friends and definitely add to the cabaret atmosphere in the hall. .

### **4.5. COMMUNICATIONS**

Emails remain targeted and the dedicated Friends' website, [www.friendsofstcecias.co.uk](http://www.friendsofstcecias.co.uk), allows us to keep people up to date in a timely way. It has also helpful for promoting sponsors.

The Friends' Facebook page has increased its membership but we could always do with more people to sign up.

### **4.6. THANK YOU**

Thank you to Hayley for being a great support over the last year. Sadly, she has had to step down from her role as co-chair, but I appreciate all that she has done for us and for the school. As I continue the role alone, I would like to make a special mention to Rhona and Lucy for being such stars (I honestly do not know what I would have done without them) and the absolute engine of the whole thing. Thanks to Rebecca for being our front woman inside the school! We could not do this without counting the pennies, so thanks to Yulia who has kept us on the straight and narrow this year.

Thanks to everybody else for your involvement and support and please do let us have your thoughts, suggestions or ideas for strengthening the Friends' team and improving our events.

Angela Parry  
Chair  
October 2016

## 5. TREASURERS REPORT

Yulia Shulgina introduced herself and explained that she had taken on the treasures role as of February 2016. This was due to the previous treasurer Joy Schoenborn unable to carry out her role due to personal reasons. Yulia has done her best to recover any missing data up to February 2016 but apologised if there were some details missing.

Yulia went through the yearly accounts for 2015/16

- 5.1 Total profit raised for 2015/16 was £9,234.84 which is in line with the previous year.

More than half the yearly profit was from the summer fair at £4,940.00

- 5.2 Year 7 BBQ 2015 profit £515.77

- 5.3 Rock & Chilli night November 2015 profit £877.26

- 5.4 Christmas Trees profit £306.25

- 5.5 Quiz Night March 2016 profit £1,403.06

- 5.6 Other which includes bar profits from the school music evenings, drama evening and end of year school play and also easy fundraising, profit £1,192.50

- 5.7 The annual disbursement of donations and grants to the school were £3000.00 in November 2015 for 2014/15 reimbursements and £12,750.00 in January 2016 with £9,750.00 on enhancing the playground and £3,250.00 for back drop curtains in the hall.

- 5.8 Current bank balance as of 30/09 is £11,000 meaning £10,000 is available for disbursement.

- 5.9 Yulia noted that she had finally managed to set up online banking which should make any transactions easier and faster

## 6. Election of Officers

- 6.1 The following Officers were unanimously re-elected: Angela Parry as Chair; Yulia Shulgina as Treasurer; Rebecca Gregg as Secretary.

- 6.2 In accordance with the constitution:

Rhona Pryor proposed Angela Parry as Chair, seconded by Gemma Watson; Fiona Downes proposed Rebecca Gregg as Secretary, seconded by Laura Newman; Lucy Ward-Smith proposed Yulia Shulgina as Treasurer, seconded by Simon Price.

- 6.3 The Chair expressed her delight that the committee would be continuing the Friends' important fundraising role. New year 7 parents Laura Newman and Nicky Cadd expressed their intention to be as supportive as possible.

## 7. Any Other Business

- 7.1 Christmas Trees 2017

The need to find a new collection point after Tor has left the school was discussed.

**Suggestion:** collections from the school or Rhona Pryors driveway

- 7.2 Summer Fair 2017

It was decided to book the Last Man Standing inflatable again, this was an extremely popular attraction. Lucy Ward – Smith to investigate a discount if we book early.

The inter house Tug of War was also a big hit but it was decided to perhaps have heats throughout the fair instead of all heats taking place at one time.

The Prosecco bar was popular and it was agreed to have again.  
Outside stall holders are to be reviewed for next year.

### 7.3 Fundraising ideas 2016/17

Yulia Shulgina and Rhona Pryor to look into gift aid

Continue to try and find someone to do match funding, email to be sent out again.

Easy Fundraising, this is a good way to raise funds but needs more supporters. It was agreed to review how to encourage more parental involvement at a later meeting.

The next big fundraising event is 'The Countdown To Christmas Disco' on the 25<sup>th</sup> November. Planning discussions were delayed until the next meeting.

### 7.4 School Discos

A few parents and pupils have asked about year group school discos. Rebecca Gregg has run school discos in the past but support dwindled. Rebecca Gregg to talk to the year heads about starting the discos again and will report back.

### 7.5 Distribution of information

There was a short discussion about re instating the Friends Newsletter but it was decided to continue using the weekly school bulletin and Facebook page to distribute information.

### 7.6 Climate Control

A parent had asked the committee about the climate control in the school. It was felt that this was more a matter between the parent and the school and it would be more beneficial if the parent contacted the school with their concerns directly. A question was asked about the maintenance fund and how much per year each family was asked to contribute and whether this was voluntary or compulsory. The amount was not known but the contribution is voluntary. The committee felt that any works on climate control should come out of the maintenance fund.

**8. Date of Next Meeting:** 7<sup>th</sup> November 2016 at 7.30 in The Park Tavern

**9. End of Meeting**