

FoSET Annual General Meeting (AGM) Minutes

Tuesday 26th September 2023

6.30pm

Somerdale Educate Together School

Item Ref	Description
1.0	APOLOGIES FOR ABSENCE
1.1	The committee member Hayley Jones was unable to make the meeting. The departing Treasurer (Lauren Evans) could also not attend the entire meeting due to a work commitment but was able to join at the end when the new committee was voted in.
2.0	ACCEPTANCE OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 18TH OCTOBER 2022
2.1	There were no actions from the previous AGM. The minutes were accepted by all and are now finalised.
3.0	CHAIR'S REPORT FOR ACADEMIC YEAR 2022/2023
3.1	<p>Rebecca Munro, the Chair of FoSET for 2022/23, gave a presentation showing what FOSET has achieved over the previous year.</p> <p>A summary of the report is as follows:</p> <ul style="list-style-type: none">• FOSET is a registered charity, governed by rules set out by The Charity Commission and all committee members are automatically trustees of the charity and must follow these rules. FOSET has a signed constitution which sets out objectives and the ways in which it is governed.• The officers of FOSET are currently the Chair, Secretary and Treasurer. FOSET is a committee of ten people. FOSET strongly encourages essential involvement from teachers, parents and the wider community at all our events.• The allocation of funds is governed by the school. This is requested by the Head or Deputy Head at committee meetings and voted upon by the committee. FOSET always has either the headteacher or deputy head teacher present at its committee meetings and all its main decisions are approved therein. FOSET runs events in line with the school's ethos. The children are also given their voice through the committees in school which are then fed back to us through the teacher's. e.g., the children's rights being engraved on the outdoor classroom.• FOSET has benefitted the pupils of SET by providing social events for children, there is always a free option at our events so that no child is unable to attend, and at the summer fair provided free tokens to spend for families that needed them.• The events this year were the Summer & Christmas Fairs and Easter & Halloween discos. For adults there was a quiz which was extremely popular and coffee mornings in school.

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	<ul style="list-style-type: none"> FOSET provided refreshments at various events including the Lion King performance and started Frozen Fridays where iced lollies and ice creams were sold after school. Through Easyfundraising, Amazon smile and Stickins parents have been able to raise money for the school while they have shopped through cash back initiatives. Through lots of hard work and blue tokens we have been awarded three grants this year, from Ford, Tescos and Keynsham Town Council. This year the money raised by FOSET has paid for a pantomime for the children in school, books and dictionaries, Somerdale Star Christmas gifts, a library system, rights plaques for the outdoor classroom, Year 6 leaving activities, gazebos and the long awaited stage which will be delivered to school shortly. The chair thanked the committee, teachers, parents, pupils, local businesses and the wider Somerdale community for their commitment and support in the last year to the charity.
4.0	ELECTION OF OFFICERS AND TRUSTEES OF THE COMMITTEE
4.1	Caroline Jewell, Secretary of FOSET for 2022/23 confirmed that there had been no nominations for roles received prior to the AGM. Caroline confirmed that all the Officers had decided to stand down in their posts. Caroline, therefore, asked for volunteers to step forwards for the 10 available spaces. Nine volunteers put themselves forwards and were elected to the committee however, one volunteer decided to withdraw as a member immediately following the meeting.
4.2	Caroline asked for volunteers for the Treasurer role and Lynette Clapp nominated herself and this was accepted by all.
4.3	Caroline asked for volunteers for the Secretary role and Laura Gerrish nominated herself and this was accepted by all.
4.4	Caroline asked for volunteers for the Chair role and no one within the nine new members wished to stand forwards so Rebecca Munro nominated herself to cover the role in the interim period whilst the committee actively recruited someone to be the future Chair to be decided at the next AGM.
4.5	Caroline confirmed that the Grants Lead Amy Hughes would like to continue in this role and asked the attendees if anyone objected to this and if anyone would like to nominate themselves for this position. No objections were received and no nominations, so it was agreed for Amy Hughes to continue as FOSET's Grants Lead.
4.5	The remaining Ordinary Members of the committee are: Caroline Jewell, Lisa Garasto, Annemarie Strong; Margaret Woigo
5.0	ANY OTHER BUISNESS
6.1	None