



Registered Charity No. 1050164

Friends of the Bythams School

Minutes of the Annual General Meeting

held via Zoom from locations in the United Kingdom

on Tuesday 7 February at 7.30pm and on Tuesday 7 March 2023 at 7.30pm

Attendees: *Mathew Dutton (Chair)*  
*James Rees (Treasurer)*  
*Samantha Bone (Member)*  
*Koleh Rees (Member)*  
*Laura Martin (Headteacher)*  
*Sarah Morgan (Secretary)*

1. Welcome                      Matthew Dutton was appointed Chair and opened the meeting. It was noted that a quorum was present.
  
2. Committee Elections      Matthew Dutton confirmed he wished to step down as Chair. All discussed how FOBS could function without a Chair and considered whether FOBS should de-register as a charity. The current committee agreed to continue in their roles until the matter was resolved.  
– Chair, Vice Chair,  
Treasurer & Secretary
  
3. Treasurers Report         James Rees presented FOBS Accounts for the year ending 31  
FYE 31 August 2022         August 2022.
  
4. 2023 Fundraising         All considered which activities over the past 12 months were most profitable (with least expenditure) and were linked to community events to minimise time commitment, noting the small number of volunteers currently. The group thought that the Spinney Tree Dressing (March), Midsummer Festival (June), and Fireworks (November) were successful, and could be combined with fundraising activities run by the school, such as Break the Rules Day, Bags for School, Christmas raffle, Christmas Carol refreshments.
  
5. Future Meetings           All agreed meetings should be held more regularly, and that a further meeting be held this term to build support from parents, carer's and other interested parties with an association with the school, such as grandparents, parents or carers of former pupils, local community members.

*Meeting adjourned at 8.00pm on Thursday 7 February 2023*

*Meeting reconvened on Thursday 7 March 2023 at 7.30pm*

Attendees: *Mathew Dutton (Chair)*  
*James Rees (Treasurer)*  
*Samantha Bone (Member)*  
*Sarah Morgan (Secretary)*

Apologies: *Laura Martin (Headteacher)*

1. Welcome Matthew Dutton re-opened the meeting as Chair. It was noted that a quorum was present.

2. Committee Elections – Chair, Vice Chair, Treasurer & Secretary (Update) All noted that Samantha Bone had stepped forward for the Chair position, after the meeting had been adjourned. Sarah Morgan nominated Samantha Bone to be the new Chair and the nomination was seconded. All agreed that Samantha Bone be elected as Chair, and that Matthew Dutton step down as Chair. All thanked Matthew Dutton for his hard work and commitment.

James Rees and Sarah Morgan were nominated by Matthew Dutton to be Treasurer and Secretary (respectively), and these nominations were seconded. All agreed James Rees and Sarah Morgan be re-elected as Treasurer and as Secretary (respectively). All noted the Vice Chair position remained vacant.

Sarah Morgan agreed to arrange for the necessary updates to be made with the Charities Commission.

3. Treasurers Report FYE 31 August 2022 (Update) James Rees presented updated FOBS Accounts for the year ending 31 August 2022 (Appended), noting a current bank balance of £2,943.81 (excluding funds raised from February Break the Rules Day).

6. Any Other Business FOBS received a funding request from the school to agree an amount (in principle) towards transport costs for trips this academic year. All agreed that a total of £1,000 was reasonable, noting that combining classes to make sure coaches were full could allow for additional trips, and that any remaining funds could be used to cover part of the transport cost for the annual whole school pantomime excursion.

The school also asked for ideas to mark the Kings Coronation, noting the Parish Council would be unable to support (unlike for the Queen's Jubilee). All thought that it would be nice to organise a whole school event, and that this could be discussed at the next meeting.

*There being no further business the Chair closed the meeting.*

Friends of the Bythams' School  
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Accounts for year to end of 31<sup>st</sup> August 2022

<b>Bank Balance on 1<sup>st</sup> September 2021</b>	<b>£</b>	<b>£: 3,232.72</b>
<b>Income:</b>		
photos 20.09.21	20	
Hello Yellow 08.10.21	1	
DONR Ltd 20.10.21	0.94	
Christmas Jumper 15.12.21	1	
Amazon Europe 23.02.22	7.60	
Deposit 21.3.22 (various events)	861	
Deposit 21.03.22 (various events)	88	
Square ph 08.04.22	0.98	
Amazon Europe 09.05.22	5	
<b>Total income</b>		<b>£: 985.52</b>
<b>Expenditure:</b>		
Tea Urn M Dutton 06.10.21	95.99	
Disco supplies M Dutton 13.10.21	94.19	
Disco supplies E Teillant 21.10.21	119.25	
Disco supplies M Dutton 03.11.21	56.26	
CB Fireworks glo sticks M Dutton 03.11.21	137.29	
CB Fireworks V Stafford 03.11.21	19	
Bythams Sch. Panto trip 15.11.21	320	
S Woodward Christmas party 20.12.21	94.21	
Parent Kind 14.02.22	72	
Jolly Clothing 28.02.22	256	
S Woodward Jolly clothing 28.03.22	16	
Bythams Sch Wicksted trip 06.06.22	300	
Fobs Disco 25.07.23	55.24	
<b>Total expenditure</b>		<b>£: 1635.43</b>
<b>Closing bank balance 31<sup>st</sup> August 2022</b>		<b>£ 2582.81</b>
<b>Cash float</b>		<b>£ 95.47</b>

Notes

1. 31<sup>st</sup> January 2023 balance £ 2806.14

2. 7<sup>th</sup> March 2023 balance £ 2943.81

3. Income was less than expenditure as much of the year was negatively impacted by the Covid Pandemic.