

# FOCB AGM 2025

## Minutes



### Attendance

25 people  
3 x school staff  
9 x FOCB committee members

### Chair's report

Katie welcomed attendees, familiar and new, and introduced the AGM as an opportunity to reflect on the year past, as well as an official part of our procedures as a charity.

Autumn term highlights included Halloween disco, cake sales, wreath making (a new event) and the Christmas fair (huge thanks to the school for helping us move the event inside due to a huge storm blowing in!).

Spring term highlights included wonder bar, easter extravaganza, lots of cake sales and uniform sales.

Summer term highlights included the bounceathon and summer fair (which finally had good weather!).

As she is stepping down as Chair, Katie thanked the FOCB committee and volunteers for all the work they do behind the scenes to make these events happen. "It's a huge amount of work so well done to everyone involved".

There is already lots planned for this year, including our Christmas fair which will be hosted completely inside. This change is based on our experience from recent years, to prevent last-minute changes and overcrowding that happen when we have to move the event inside at short notice due to the weather.

Katie closed by saying how much fun it is being part of the FOCB team, in any capacity, and that we really welcome anyone to join us.

### Treasurer's report

Steve introduced himself and his first year as Treasurer. He referred everyone to the treasurer's report shared with attendees, and attached to these minutes.

He highlighted that, when looking at the numbers, we should consider that there are many factors that affect the profitability of an event, not just the weather. It is not always helpful to compare year-on-year.



He also mentioned that some events cost more to put on than others, and we should always bear in mind that our purpose is not only to raise funds, but to enrich the experience of our children and the school community. We consider carefully how to balance the profitability of events with the fun and enjoyment they bring to school families.

## Comments from the school SLT

Mr Ostro reflected on the reports from the Chair and Treasurer.

“The amount of work that goes into what you do, volunteering and giving your time to help our children and our families is amazing... We all have busy lives. For you to find time to help our community makes a huge difference... Thank you from the school, it's not something we take for granted and it means a lot.”

He mentioned that the fundraising is great. For example, funding Chromebooks last year that are important because they help the school prepare our children for a world full of technology, and are also used a lot for children who are disadvantaged, have special educational needs or otherwise need extra support.

However, he continued, the value of the Friends of Chase Bridge is not only from the fundraising. The recent very successful Ofsted highlighted that community is a significant part of the puzzle that makes our school special. The popularity of our events is clear, bringing people in to support the school.

Mr Ostro closed by thanking the outgoing Chair Katie who has given so much of her time and commitment to the role.

## Election of committee

As part of our charity status, it is important that we elect certain roles through a fair and open process. Three roles need to be elected as part of our AGM. Names put forward:

- **Co-Chairs** - Tiffany Patel (present) & Susie Higgs (not present)
- **Treasurer** - Steve Furze (present)
- **Secretary** - Rachel Furze (present)

All were unanimously voted in.

Tiff Patel took then spoke about other ways people can get involved:

### Unofficial roles

There are many less formal roles that are an important part of our busy, thriving PTA:

- **Events Manager** - Jenny Jenner is continuing in this role
- **Class Reps Coordinator** - Vanessa Tonkin is continuing in this role
- **Secondhand Uniform Coordinator** - Louise Oakley is continuing in this role



### Open opportunities

There are also opportunities for more people to get involved in many different ways, bringing their skills and experience to the team in a way that suits them. Some support we are keen to find include:

- Leading on social media
- Cake Sale Coordinator
- Prizes Coordinator
- Licensing Coordinator
- Raffle and Auction Coordinator
- Volunteers Coordinator

Tiff invited anyone to take part - whether that's becoming part of the committee, helping on a specific event, sponsorship, etc. and encouraged attendees to get in touch with someone on the committee.

## AOB

### Fundraising

FOCB committee and the school leadership team are still working out fundraising priorities for the year. There are several things being discussed, including improving the entrance area of the school and the bike and scooter storage. Priorities will be shared with the school community when they are firmed up.

### Question - How are you usually organised?

Responses from the committee:

- broad-ranging FOCB face-to-face meetings approx. once a term, often evenings
- event-specific meetings for smaller teams to organise events, often evenings , occasionally mornings
- the rest happens by WhatsApp groups, which works well for our busy volunteers

Jenny highlighted that the social side of volunteering is lovely - we have a very informal setup and everyone gets involved.

The AGM concluded.