

FOSJ's AGM Meeting Minutes

Date: Tuesday 14th July 2026

Meeting start time: 6.30pm

Location: St Johns C of E Primary School Library

In attendance: Vicki Francis, (Chair) Faye Southwell (Treasurer), Lucy Sharpe (Secretary: Minutes), Jo Cavedon-Taylor, Fee Etherington, Layla Baker, Emily Richards, Stacey Thompson, Elaine Fields, Angela Wynn, Kate Chedciala.

Apologies: Hollie Humphries (Secretary: Comms), Sarah Gausden

Introductions and welcome to new attendees

Chair's Report (Vicki Francis)

VF thanked the Committee and volunteers for their contributions and ran through the events the FOSJ had organised during the last year. The focus will continue to be on fundraising through events and bringing the community together and creating memories. The FOSJ will also continue to provide support to the school by providing refreshments at some events.

Events included:

Colour Run, July 2025: This was a successful event that proved to be very popular. However, it is also very time intensive to organise and needs more volunteers. Would not currently recommend running one every year, depending on volunteers, perhaps every other year or fewer.

Fireworks, 14th November 2025: This was a relatively easy event to organise and proved to be popular and successful. It has been rebooked for November 20th 2026. We also learnt lessons on the day which we can take forward to make improvements for next time.

Circus, 1st July 2026: We sold 450/600 tickets. Due to the hot weather the Circus recommended the tickets be capped at 500 and unfortunately, the original date of 26th June had to be rescheduled. It went ahead on Wednesday 1st July instead. Refunded tickets reduced the original profits slightly and meant we had to scale things back a bit. However, we did make a good profit nonetheless and special memories made for St Johns community. The challenge as always is getting enough volunteers to run these big events. This will need to be explored next year if the new Committee want to run a similar event.

Penny Battle, May 2026: This was very popular with the kids and generated a good profit and was easy to organise. Croatia Class won the Battle and are having a treat on 20th July as prize.

Discos: VF thanked Jenny and Pam for their outstanding contribution organising the discos over the last few years and then welcomed Emily Richards and Elaine Fields who will be taking over.

Frozen Fridays: This is normally a very popular event and has regular helpers and a few dip in and out. AW confirmed that teachers can take kids to their parents if they are helping at Frozen Friday and there could be a form set up so teachers know this. It was asked if we could do a Frozen Tuesday on the last day of term and AW said it should be ok.

Presents Room: This was a popular Christmas event as usual. There are currently 270 presents in the loft for next year. Usually need around 300 on the day, but volunteers will need to continue to purchase more gifts this year to give the children a good selection to choose from as those in the loft are the left-overs from 2024 and 2025. VF suggested Rex London is a good website for cheap gifts. FS confirmed that the budget for Presents room is £3.00 per gift max. This event is also popular with volunteers. Potential new date of December 4th December 2026 suggested.

Christmas Cards – Caroline Purser will continue to be the contact for this.

Bags2School – Judit will continue to be the contact for this.

Break the Rules Day – usually held once annually and very popular and good fundraiser

Tears and Tissues (Year R) – Hollie Humphries helped with this last year so potentially good person for the new Committee to ask for advice if needed to organise this. There are also some left-over bags from last year in cupboard as reported by Kerry Boyle.

Year 6 Leavers Mugs – FOSJ funded this year's Year 6 Leavers Mugs

Pantomime – FOSJ funded this year's Pantomime.

Refreshments provided at events such as Year R Nativity Play, Year 5-6 Performances and Musical Showcase

Treasurer's Report (Faye Southwell)

FW provided the figures for this financial year. FOSJ currently have £17000 in the Account. The FOSJ will donate £7,000.00 towards the new school laptops which leaves £10,000.00 to take forward for next year's events and fundraising. Other fundraising considerations: ongoing maintenance of the Trim Trail, a Buddy Bench, Forest School, Year 6 mugs and School Panto, which the FOSJ normally pays for at a cost of circa £2,000.00

Fireworks (November 2025) This generated a profit of circa £1,000.00.

Circus (July 2026) This generated a profit of circa £900.00 including a percentage of the profits from the Food Vans: £60.00 from Fish and Chip Van and £75.00 from Ice cream Van.

School Discos - The discos generated a profit of circa £637.00 this year.

Frozen Friday - £160.00 in profit so far with another two events to go on Friday and Tuesday.

Penny Battle – This was a popular event that generated a good profit of circa £920.00. Recommended to repeat this next year.

Preloved Uniform Sales: Profits included: £95.00 (Feb Parents Evening), £57.00 (Sports Day), £77.50 (New Year R Parents Meeting).

EF asked how much do you need to keep in the account to pay for events? FS advised that it depends on the event. FS to help with training the new committee to use the online ticket system.

Election of New Committee.

The existing committee members stepped down and a new Committee was elected. The roles were voted on:

Chair – Elaine Fields – nominated by Vicki Francis, seconded by Jo Cavedon-Taylor

Treasurer – Layla Baker -nominated by Faye Southwell, seconded by Lucy Sharpe

Secretary (Comms) - Vacant

Secretary (Minutes) – Vacant

The new Committee agreed to stand and to manage the Secretary role between themselves until a new person or persons are appointed. VF and FS advised there was someone who contacted the FOSJ via email who was potentially interested in the role of Secretary. As they did not attend the meeting tonight, EF and LB to follow up next year to see if they are still interested. Current committee members will provide handover on their roles and responsibilities and pass over any notes/guides they have on how to run current events. EF and FB to set up Community Group for School/Whatsapp.

School Update – Angela Wynn

There was a discussion around how the FOSJ might support St Johns going forward. AW to find out what the school's current expectation is regarding the FOSJ funding ongoing maintenance of the Trim Trail.

Forest School – this is something being discussed at school but has not been confirmed.

Buddy Bench – the school council were keen to fundraise for a Buddy Bench but ran out of time.

Year 6 mugs – normally funded by FOSJ

Panto – usual contribution is circa £2k. However, school is floating the idea of taking the children to the Anvil for a panto next year. Proteus was also suggested as an alternative to the Anvil. If this goes ahead, FOSJ would likely pay a contribution equivalent to the current £2k.

EF to arrange a meeting with the new Head Teacher Mr Tunnicliffe at the beginning of new term to discuss FOSJ and priorities going forward.

Any Other Business

Musical Bingo

This was postponed previously due to low ticket sales but has now been rescheduled for 2nd October. Feedback was the original date was too soon after the start of the new school year and people were not

sure what musical bingo entailed so we need to provide further details when promoting the next event. Renaming Bingo Beats might be more effective. It was suggested to have Halloween themed prizes and cost of tickets £10

Christmas Cards - Caroline Purser is currently the contact for this

Bags2School – Judit M is currently the contact for this.

Discos – ER advised that they will potentially reviewing the disco and making a few changes including the possibility of a new DJ, including the price of food in pre-paid ticket with stamps to cut down on the queues and reduce over consumption of sweets, crisps and fizzy drinks. Paediatric first aid- watching of eating, does it count out of hours? Allergy Coverage – pomme bears. JH to carry on with pick and mix. ER to take over tickets and there was a discussion on whether to include transaction fees on the ticket sales. These fees are currently voluntary, but FOSJ then have to cover them if parents choose not to. FS to help with a training session on how to use the online ticketing system.

Easter Events

There was not an Easter Event in 2025/26 due to lack of volunteers but new Committee to review going forward.

Preloved Uniform Sales

Lucy Sharpe and Stacey Thompson have been leading this year and also thanks to volunteers Zuzanna and Kerry for their support. The Preloved Uniforms storage was consolidated and brought under 1 roof into Mrs Nicholls' Office to make it much easier to access quickly when needed. Due to space, the decision was taken to concentrate on selling items branded with St Johns logo such as jumpers, cardigans and PE tops. We will continue to sell the non-branded stock we have but new donations will focus on the branded items. We particularly need bigger sizes. This will be reviewed on an ongoing basis depending on demand. A notice requesting branded items only was put on Uniform bin and communicated on FOSJ Facebook page and Newsletter. We increased the number of Uniform Sales and promoted them more heavily this year (e.g. putting posters on the desks/around school during Parents Evening). If we had more volunteers we could potentially sell on the playground during Frozen Fridays and during other events.

Other Possible Event Ideas

Elf School

EF put forward a possible Christmas event idea – Elf School which could also include FS idea of having reindeers which was discussed last year. It was concluded that getting volunteers may be difficult but EF to speak to AW to discuss further.

Online Raffle Website

The idea of using an online raffle website was considered. EF to follow up if required.

Quiz

Quiz could be reinstated if we have enough volunteers to organise as it was a fun and popular evening in the past. Nikki Best was asking about this a few months ago as her husband was happy to be Quiz Master again, but we did not have enough volunteers to take ownership of organising the whole event so it was put on hold at that time.

Hot Chocolate and Doughnuts

This was discussed as a winter alternative to Frozen Friday. In the past Hot Chocolate has not been approved due to potential for burns/scalds, but this could be discussed further. Crispy Kreme do an initiative where charities can purchase their doughnuts for £6 per box and then sell individually at their own price. ST to share link with EF. Caroline Purser might be a good person to speak to about this too. Potential disadvantage as they are based in Reading so we would need someone to go to Reading to collect.

Volunteers Needed

More volunteers/FOSJ members are needed in general – a succession plan needs to be considered to take the FOSJ events forward.