

Minutes of Friends of Frenchay School AGM

Venue: School classroom

Date: 22nd October 2025

Present

Liza Smith (LS) Chair

Steph Jones (SJ) Secretary

Lex Fear (LF)

Kate Ashby (KAh)

Betina Efrom (BE)

Helen Shepherd (HS)

Apologies

Anna Harrison (AH), Siobhan McGarry (SM)

Item no.	Item	Owner
1	Synopsis for last year / update for current year Raised £9012; Spent £1686 - further details on the image below. <i>With the key aim for the year to save money towards a Scrapstore Playpod.</i> <i>Book bags were are a large expense of last year due to two form entry. There is potential to half the cost next year by using an alternative supplier. General agreement that this is a good investment for the new starters - and understanding that the plan going forward is to encourage book bag use for all new classes as they go up through the school due to lack of space.</i>	LS



In the bank account, we now have £10,010, excluding what we need to pay out for the wreath making event and things like insurance, we technically have approx. £8.5k available to fund projects for the school.

Further investigation of the Scrapstore playpod has revealed that to use a current school structure for it, it would cost £ 9,676.50*** (ex VAT), to use their purpose built structure would be £ 16,563.50*** (ex VAT). These costs include:

- A Scrapstore PlayPod structure (for the £16.5k quote)
- The initial PlayPod stock
- Endorsed training for up to 15 people:
 - 4 training sessions - 3 x 2hrs & 1 x 1.5hrs
 - 1 logistics session 20 mins before lunchtime begins on the day of opening
 - Reflection sessions (10 – 15mins) at the end of every mentored lunchtime during the first 2 weeks that the Scrapstore PlayPod is up and running

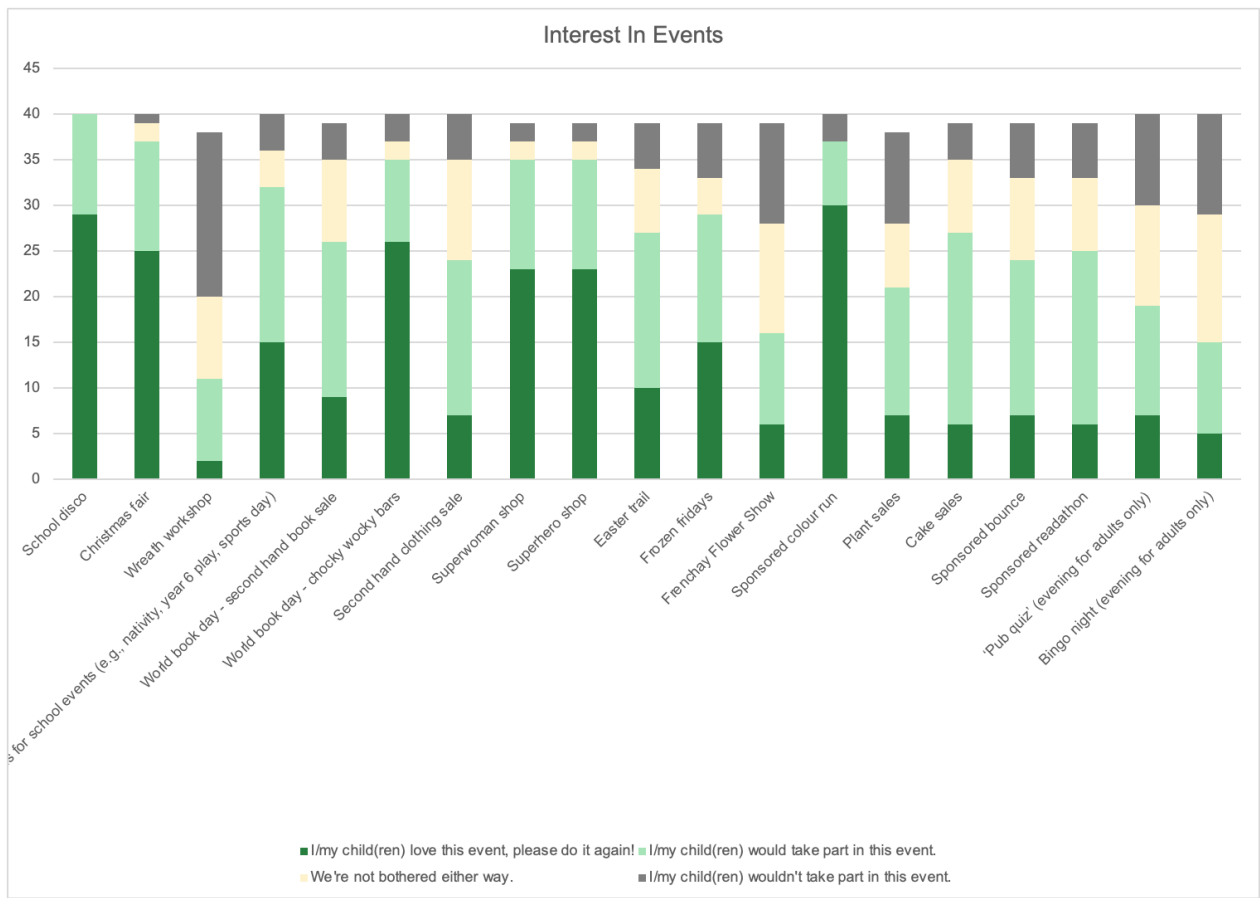
	• Children's sessions to introduce the Scrapstore PlayPod class by class/year by year to the children before it opens fully. • After school stay and play or information session for parents/carers and a meeting for your wider staff team. • 4 scrap 'top ups' in the first year (school to engage with the top up form to guide what new stock you need) • Children's Scrapstore membership. Beyond this, they offer an annual membership programme, which would cost approx £11170 excl VAT, including: • 4 scrap 'top ups' during the year (school to engage with top up form to guide what new stock you need) • 6 places on online training session • Ongoing support, including - telephone/email for queries & advice; Scrapstore PlayPod 'check ins' by our delivery team when new stock is delivered and online access to support materials and 'How to Guides' for regular staff updates/reminders via our online member's area. The need to ensure appropriate staffing was discussed and the need for someone within the school staff to 'own it'. There were discussions around whether this is the best use of the money and whether staff would prefer we fund alternative projects. Decision: create a survey for the staff to identify other needs / enthusiasm for the scrapstore playpod. ACTION: SJ	
2	Election of officials Everyone on committee from last year officially stood down: SJ, LS, KD. Committee election: LS agreed to stand again as Chair (to be trustee) HS seconded. Despite wanting to step down, as no one else came forward, SJ agreed to stand again as Secretary (to be trustee) BE seconded In the absence of someone from the parent community wanting to step up to be treasurer, Nikki Dawson (school head) has agreed to be treasurer by email. LS seconded. <i>ND being treasurer will ensure continuity in financing for future committees, when LS steps down next year.</i>	LS

3	Plans for the year SURVEY RESULTS A survey was conducted to identify what the parent community want from the PTA this year, with 41 respondents. Graphs of the results are shown at the end of this document. <i>Events/ways of fundraising</i> In summary, we think that we have run the right sort of events in the past - the most popular being the School discos, Christmas fair, chocky wocky bars for world book day, the superwoman/superhero shops for Mother's/Father's day and the colour run. It was promising that there still appears to be appetite for another sponsored event and of the sponsored events suggested, the colour run was the most positively reviewed. There is clear appetite to keep a way running a second hand uniform shop running. Awareness of Easyfundraising and the Stikins referral code could be improved. There is also appetite for another Frenchay tea towel, over switching it to an apron or tote bag. <i>Communications</i> Communication is preferred via Whatsapp and the email system. People appreciate the newsletter, but if it is too much work suggest not to worry about it. The Facebook page is viewed by some but not others - so this could be dropped, especially if we are not doing any external facing events. <i>Willingness to help</i> It is promising that people are willing to help in all categories asked. However, mainly respondents were happy to help 'on the day', with ad hoc needs and/or in running the school uniform shop once a term. SPREADING THE LOAD We discussed ways in which the load of organising events could be spread out, so it doesn't fall on the core committee members. It was agreed that we should agree dates on a few key events and not worry about doing other ones. In relation to the few key events, based on a teacher's experience in another school, it was discussed and decided that year groups should be put in charge of organising those events,	
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	to give them ownership. The committee members will support, but the events should be led by the parent community of those classes. We decided that an email will be sent out detailing the events that we would like to happen and the classes in charge of those events. We would require the classes to decide on 'event leads' to come forward for those events. If this doesn't happen, the events will not go ahead. Key events agreed upon: Christmas Fair, 5th December - leads, years 5 and 6, with support from Liza (some of the event is already planned). POST AGM FOLLOW UP - GIVEN THAT WE ARE SO CLOSE TO THE FAIR, LIZA HAS TAKEN ON ORGANISATION OF THIS AND YEARS 5 AND 6 HAVE BEEN ALLOCATED DIFFERENT EVENTS. Nativity refreshments - BLANK School disco, 12th February - leads years 2 and 3 (to cover KS1 and KS2). Something for Mother's day (branded superwoman day) - BLANK Easter Trail - BLANK Colour run, Friday 15th May - leads years 1 and 4. Something for Father's day (branded superhero day) - BLANK Sports day refreshments - reception Year 6 play refreshments - BLANK COMMUNICATIONS It was decided to set up a WhatsApp community for volunteers, to enable organisation of the events above. Separately, class WhatsApp groups will continue in their organic way. A WhatsApp FOFS announcement group will be made, which will allow for number privacy but awareness of events (that will hopefully be shared to Class WhatsApp's if needed).	
5	Meeting closed due to time constraints. Additional plans around school uniform shop to be communicated separately.	

Minutes taken by: SJ (Secretary)

Minutes approved by: LS



Here's a few questions about other ways that we can raise money as a community.

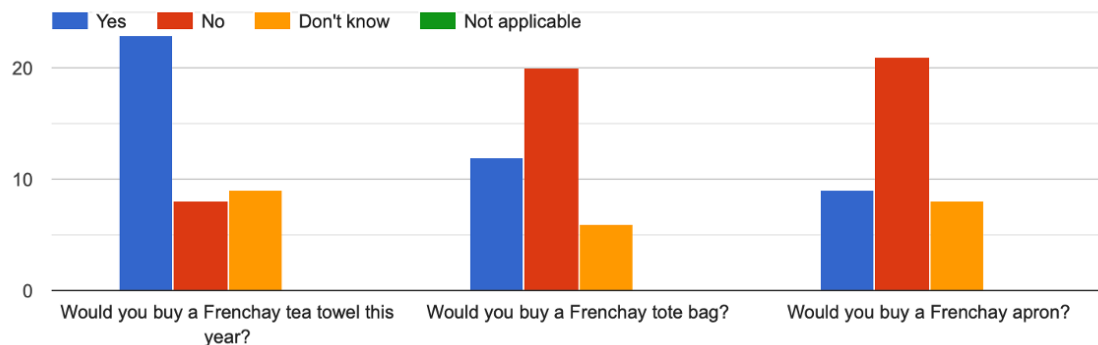
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For the second hand uniform, we had an online shop set up last year, but think that in person 'sales' may work better. This would be run on a 'donate what you can basis'.

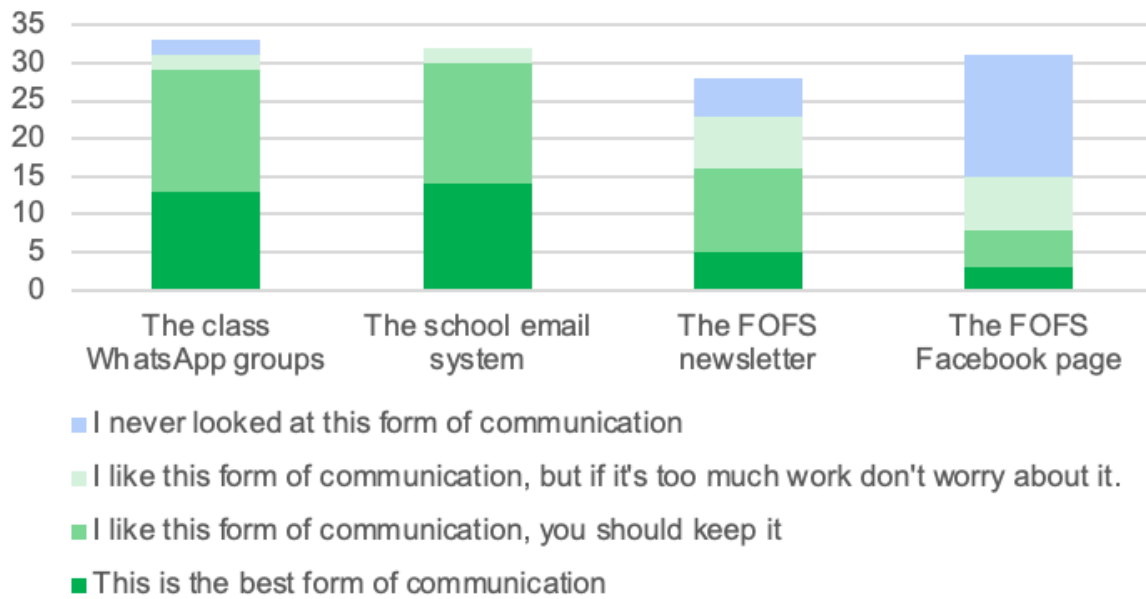


And finally a few questions about the Frenchay Tea Towels with the children's drawings on that we sold in the summer term.

 [Copy chart](#)



Communications



How you can help

