

Friends of Fishergate

Minutes held on Wednesday 16th July 2025 in Busk Coffee Shop, Fishergate at 9:00am

Attendees: TW, JM, BS, GJ, HF, FM, JD, AR, AB

Absentees: none

Annual General Meeting		
Item	Notes	Actions
Treasurer Report	<p>Francesca Moxon</p> <p>Funds in a healthy place. Waiting on some payouts. Currently have a healthy reserve, and will start to think about spend allocation at the start of the next school year.</p> <p>Concerns raised that FoF's efforts/contributions to major costs (like coaches for school trips) isn't being relayed adequately to families.</p> <p>Summer Fair FoF is very grateful to both the Bar and BBQ team for their extremely kind donations which led those areas of the fair raising so much.</p> <p>Covering cost of coaches for school trips £3,500 was set aside for fully pay for school trip coach costs (£500.00 per year group)</p> <p>Cake Sales £1,600 was offered upfront for Cake Sales but unfortunately was not proactively spent earlier in the year. And we have raised almost £900 on the reduced amount of cake sales this year, so next year the amount offered will reduce to £250 per phase (total of £1,000).</p> <p>** In total hopefully over £9,000 will be paid out to the school by the end of our financial year.</p> <p><u>Balance money incoming hand</u> £6,903.02 available to spend (look at costs for next year, insurance, etc).</p> <p><u>Money incoming (events)</u> £803.00 - Cake sales £2,800.00 - Summer fair £450.00 - Spring disco £1,100.00 - Christmas fair £437.00 - Halloween £428.00 Leaver hoodies</p> <p><u>Money outgoing (expenditure)</u> £600.00 - Chess Club [RESTRICTED FUND] £454.00 - Eunsook Han donation, spend on diversity books [RESTRICTED] £190.00 - No Cold Child – jackets scheme £1,000 - contributed to (costly) £1,800 for sports lines on school playground £91.00 - new school library books £250.00 - Askham Bryan class pet animals</p>	<p>Letters from school – text should always mention when things are payed for / subsidized by FoF to better promote its important role in the school</p> <p>Ali to chase BBQ people about their donation – cash bar</p> <p>Increase numbers – invite neighbouring schools to summer fair, offer to visit their fairs</p>
Chair Report	<p>Notable – invested in disco lights, gazebo.</p> <p>Events were simplified over the past school year(s) due to lack of volunteers to make them happen – no frozen Friday, no film nights, no quizzes.</p> <p>Christmas Fair was scaled down due to commitments of</p>	

	committee/available volunteers, with no detrimental effects on money raised. Film nights could take place without special film license needed if FoF charges for food and drinks only, rather than for the film being shown	
New Committee	Ali nominated Tamsin Whitehead as Chair, Heidi seconded, all voted yes Ali nominated Francesca Moxon as Treasurer, Heidi seconded, all voted yes Ali nominated Andrea Blakeston, Gayle seconded, all voted yes	New members for 2025-2026 school year voted in successfully!
Trustees	Tamsin is put forward as a trustee (through charities commission) Replacement trustees agreed upon – Tamsin accepted. Noted that members who have children keeping them at Fishergate for the next few years would be good in Trustee positions.	Francesca to look in to removing Ali and replacing her with Tamsin on the Charity Commission website

Meeting Agenda		
Item	Notes	Actions
Art cards supplier issue	<p>Ali Roe</p> <p>End of relationship with business - funds owed not received</p> <p>This company has gone bust, the Foff didn't receive their payout from winter 2024 this school year – £217.91 not received</p> <p>Ali has a couple of emails regarding the issue and information about the company who purchased the art cards company we have been using.</p>	<p>Tamsin is chasing the money via Small Claims Court</p> <p>Look into replacement company to keep art cards ongoing?? See notes. (All My Own Work, Cauliflower Cards, Xmas 4 Schools)</p>
Supporting dyslexic students of Fishergate	<p>Heidi Fox</p> <p>Heidi advocated for all dyslexic students of Fishergate Primary. The group agreed this is a worthwhile effort that could benefit the children and perhaps teachers lacking tools to support these students.</p> <p>Ultimately, one pen per phase group? Is there a hygiene issue around the ear buds needed to go with the pen?</p> <p>Make case for the pen and how we see it working for the school. Invite any feedback to ensure we make this happen in an optimal way for students and teachers</p> <p>Ms Solanki (about 30 dyslexic children that the school is currently aware of) – ask her to trial this, run this!</p> <p>One person at school to manage and track the pens, need a system in place as they are very pricey</p> <p>The tool in question is the C-Pen Exam Reader 2 - £240.00 (Ex. VAT) https://www.scanningpens.co.uk/c-pen_examreader_2?srsId=AfmBOop7w8YYjA2JtCi07Klf8m5PYCTBdBHBzHHM8KOxnKb9ie4owwJt</p> <p>Dyslexia Shop – website online</p>	<p>FoF can fund purchase of the pen</p> <p>Heidi to contact Debbie about best path to purchase pen (school purchase for VAT reasons? Or, private purchase with reimbursement for Heidi)</p> <p>Liaise with Ms Solanki about pen and how to manage</p> <p>School needs to sort system of responsibility for pen(s) due to value and necessity</p> <p>Check back in on trial and figure out funding more pens</p>

Any Other Business

Item	Notes	Actions
Pre-loved uniform events	<p>Joanne Mahon (uniform coordinator superstar)</p> <p>Need about 20 fabric storage bags for uniforms to be kept in:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Smaller size best for fabric storage, heavy to lift once filled. <input type="checkbox"/> Tamsin has measurements for shelving space in Resource Room at the school. Need to work out which bags to buy to work in this space. <p>Funding</p> <ul style="list-style-type: none"> <input type="checkbox"/> Francesca confirmed £100.00 towards this purchase and can reimburse Tamsin once she purchases these privately. <p>Advertise event</p> <ul style="list-style-type: none"> <input type="checkbox"/> Get date sorted with Helen at office and ask about putting event as donation item in ParentPay? <input type="checkbox"/> Write with text to be relayed to families and note that donations are being collected, but no expectations <p>Pre-loved stall</p> <ul style="list-style-type: none"> <input type="checkbox"/> Hold event in front entrance hallway of school <input type="checkbox"/> Use event to promote Friends of Fishergate (poster with QR code and link to follow FoF on Facebook, printouts with guide to information on school's Fundraising Hub webpage <input type="checkbox"/> Perhaps a sign up sheet to collect people's email addresses to stay apprised of FoF goings on 	<p>Tamsin offered to purchase fabric storage bags (this would be quickest way to get project underway).</p> <p>>> £100.00 budget</p> <p>Contact Helen before w/c 4th August to set date and announce pre-loved uniform event</p>
Cake sales	<p>Andrea Blakeston</p> <p>Andrea asked about switching the cake sales to Mondays after school, changing from holding the events on Fridays. More time over the weekend to bake, some find it challenging to bake on weekdays leading up to Friday.</p> <p>Not sure how well this was received</p> <p>Tips from group: one cake sale per term, per phase group. Start with 5/6 – then work our way down in years</p>	<p>Revisit switch to Mondays??</p> <p>Set dates for cake sales for coming school year to promote in time</p>
Additional fundraising opportunities	<p>Gayle Johnson</p> <p>Gayle is working on a painting project and possible garden project for the school. Portakabin doing painting as volunteers, Debbie has final say. Mick will supervise. Noted that Good Gym are helpful with volunteering</p> <p>Garden project – funding bid for Bupa Green Communities pay for staff time 'Growing Together' – showing kids the growing process. Staff member needed to recruit parents/ Angela Johnson</p> <p>FoF can chase more money as a registered charity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Many outlets to find / align with what teachers <p>Tamsin and Gayle to asking to attend Monday meeting before school</p> <ul style="list-style-type: none"> <input type="checkbox"/> Share survey / questionnaire for teachers to review and use to submit their wishlists to Foff 	<p>How to find out what teachers want?</p> <p>Contact them directly to meet with FoF??</p> <p>Tamsin asking Tina if she and Gayle can appeal to teachers at coming Monday meeting</p>

Contactless payments	<p>Tamsin Whitehead</p> <p>Tamsin briefly touched on bringing contactless payments in to open up collecting more money from those who run out of cash.</p> <p>Concerns were raised that we won't be able to track how much money each stall is bringing in at a fair, for example.</p>	To be discussed at later time
School Christmas Shop event	<p>Francesca Moxon</p> <p>Go ahead and buy any £1.25 pounds or under NOW and get reimbursed by FoF</p> <p>Feedback from last year's shop:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Seeds in a pot and candles in candleholders were popular <input type="checkbox"/> Children found gifts for younger siblings and cousins lacking <input type="checkbox"/> Gifts for fathers weren't so enticing (socks, body wash, keychains) <input type="checkbox"/> Ran out of gifts for second day of the shop as some of the children are bringing more money in to purchase quite a few gifts each 	<p>To anyone: If you are able, go ahead and buy multiple quantities of suitable gifts at £1.25 or under now</p> <p>Save receipts to be reimbursed by FoF</p>
Reaching out to new families	<p>Tamsin Whitehead</p> <p>Tamsin floated the idea of having a meeting before the new school year kicks off with essential FoF members only</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meet on 1st September 2025 <input type="checkbox"/> Reach out to new families in Reception (provide FofF brochures so they can see levels of involvement, stay informed) <p>Ask Reception for invitation to their induction day to present what we do for the school and the many ways new families can be involved throughout their time at Fishergate</p>	<p>Put brochure together to better inform NEW FAMILIES to Fishergate</p> <p>Contact school about invitation to Reception induction day</p> <p>Gayle and Francesca unable to attend 1st September meeting (childcare)</p>

Meeting Close

Item	Notes	Actions
END OF MEETING	<p>Ali – closed us out! Gave Andrea and Tamsin loads of notes to work from 😊</p> <p>Wishing Ali and Jo the best of luck with their moves to Fulford School. Thanks for all that you have done and for the laughs!</p>	