



## **FRIENDS OF LAVANT PRIMARY SCHOOL - ANNUAL GENERAL MEETING**

**Meeting on Tuesday 10<sup>th</sup> October 2023  
7.00pm in the library**

**1. Welcome**

Polly Peart, Rachel Ellams, Rosie Rowbotham, Katy Weller, Carly Charlick, Kate Self, Siri Lundstrom, Meg Falkner, Malcolm Taplin, Olita Williams

**Apologies** Adrian King, Cailin Clunes

**2. Minutes of AGM November 2022 and any matters arising**

Minutes were signed off and agreed.

**3. Chairs Report for academic year 2022/2023**

PP read the chairs Report which is attached to the minutes of this meeting.

Will AK inform all the parents about the £30K left to the Friends in the will of someone who lived in the village? PP to flag with AK.

PP thanked Olita for taking over the Treasurers role and putting some new actions in place to streamline the processes.

**4. Treasurers Report for the year ending 31<sup>st</sup> August 2023**

OW shared a financial overview and mentioned that we will now have to report everything to HMRC as we have gone over the limit due to the large donation. There is a breakdown attached to the minutes (to follow).

PP asked how this year's amount from the summer social compared to other years when we had done a BBQ. OW will have a look into this.

Accounts cannot be submitted until the Charities Commission get back to us but this is in process.

5. **Election of Officers and trustees including**
  - a. **Chair**

PP put herself forward to remain as Chair and KS seconded her.

**Vice Chair**

**Cailin Clunes**
  - b. **Secretary**

Kate Self will take over as Secretary, this was seconded by Rachel Ellams
  - c. **Treasurer**

Olita Williams will stay on as Treasurer and this was seconded by Polly Peart.

Rosie Rowbotham to continue to support with 100 Club.
  - d. **Committee member**

Rachel Ellams, Meg Falkner, Malcolm Taplin, Carly Charlick, Katy Weller and Rosie Rowbotham.
6. **Policies and procedures including:**
  - a. GDPR consent form
7. **Correspondence**

No Correspondence
8. **AOB**

None
9. **Date for the next meeting**

October 2024