

Friends of Westgate Meeting and Annual General Meeting

13th July 2015, Fleece, Otley

1) Introductions and Apologies. Present; Wendy Forde, Helen Carpenter, Gill Mullens, Joanne Hattersley, Victoria Mirfield, Steph Woods, Andrew Ross, Hannah Morley, Debbie Parapia.

Apologies; Charlotte Evans, Serena Lunn, Jo Newall, Gail Brogden, Sarah Fuller, Kevin Jacobs, Liz Bownes, Clare Marsh, Cathy MacDonald.

2) Minutes of last meeting approved.

3) Review of Recent Events.

i) Maypole refreshments. This worked well having 2 stations and asking for donations instead of a price list and should go ahead next year but not be in the butterfly garden and make use of the A board so more visible.

ii) Carnival. 114 children and 60 adults took part and expenses came to £81.50. Jim Ibbetson, who made the amazing car has generously refused any contribution to the cost of creating this. Representatives will be collecting the People's Choice Award from the carnival AGM as we won this. Steph hopes to be involved again next year in the organisation and a big thank you to everybody who helped and took part but especially Steph and Jim.

iii) Year 6 yearbook. This is in the process of being printed. Helen Jackson did some initial work and then Sam and Austin Kelly have done a fantastic job. There is a personal page for each child with photos and a template available for next year. Next year, any photos taken should be with the school camera, so there are no issues with child safeguarding.

iv) The ragbag collections, very ably organized continue to do well with amounts of £240 and £108 raised. Jo is happy to continue to arrange, thanks Jo.

v) Uniform sales. Again this is ably run by Gail Brogden who is happy to continue. The last sale raised approx. £50. A reminder will go in the newsletter. There is a shortage of logo cardigans and jumpers.

vi) Name labels. A leaflet has been sent out and 10% from purchases will come back to the school. Ms. Carpenter has sent out a plea to everyone to name everything that comes into school and buying these labels will raise some extra cash for Westgate.

4) Forthcoming Events

i) Westbourne Spice Curry Evening. This annual event has been booked by Debbie Parapia for the 13th October. Debbie will organise tickets nearer the time and will need to help to sell these. This is a popular evening, open to all adults and we hope as many people as possible will come.

ii) New event, Treasure Hunt. Ideas were discussed and it was felt as the Autumn Term is a busy one, that this could be moved to the spring so will be discussed at future meetings

iii) Beetle Drive. Dates were discussed and it was felt that avoiding Children in Need night if possible and the date will be confirmed next term.

5) Any Other Business.

i) Hannah Morley has suggested a film night in the hall and the idea was well received with a suggestion it could be held in December with children wearing Christmas jumpers/ onesies and a Christmas themed film. Several issues need to be addressed including whether an entertainment licence is needed and also that Woosh use the school hall until 6pm and the idea will be discussed again at the next meeting.

ii) Gill Mullens is leaving after many years of contributing to Friends of Westgate. A new trustee is needed and Joanne Hattersley has kindly offered to step into this role. Thank you to her and many thanks to Gill for everything she has done for FoW. She will be much missed.

iii) Thanks also to Wendy Forde for being such a capable and calm chair for the last year. Her son is leaving year 6 so she is stepping down so thank you once again from everyone. It has been a really successful year.

6) Date of next meeting planned for Monday 21st September at the Fleece. 7.30pm (since amended to Wednesday 23rd).

The **Annual General Meeting** was then held.

Please see separate written reports for the Chair's report and the Treasurer's report.

Election of posts. There have been no new volunteers for any role.

- a) Chair. Unfortunately there were no volunteers at the time so the post was vacant. FoW cannot, for practical and formal reasons, run without a chair and Ms Carpenter will put a further request for volunteers in the newsletter, suggesting that the role can be shared if necessary. The majority of events have people who are experienced in organizing, even if they cannot attend meetings and Wendy is happy to talk to anyone about the role of chair.
- b) Treasurer. Charlotte Evans is happy to continue and elected unopposed.
- c) Secretary. Victoria Mirfield is happy to continue and elected unopposed.
- d) Publicity officer. Hannah Morley is happy to continue and elected unopposed.

The meeting was closed.