



Annual General Meeting

2 October 2023 at 6pm in the Old Hall, Caistor Grammar School

Attendees:

Emma Dix (ED) Chair, Melinda Chong (MC) Co-Chair, Allison Hannath (AH) Treasurer
Ranya Metwalli Shields (RMS) Secretary from 2nd Oct 2023, Allison Sanderson (AS) Secretary
Chris Frost (CF) CGS Assistant Head, Yazmin Henderson (YH), Kinga Wilczynska (KW), Tania Davey (TD),
Jo Robinson (JR), Gina Waterhouse (GW)

Apologies received from:

Laura Dandy (LD), Dhowlath Begum (DB), Amanda College, Lisa Ramsden, Jane Cowan (JC), Helen Roe (HR)

1) ED introduced Friends of CGS (FOS) to AGM attendees. FOS comprises of parent volunteers looking to support CGS events (by serving refreshments for example) and by raising funds for the school.

2) FOS Roles

ED, MC and RMS were confirmed in their roles for the upcoming year.

As their children had grown and graduated from CGS, AS and AH roles in FOS concluded last year after many years of voluntary service to the school and community. AS and AH were thanked by FOS and Mr Frost for everything they have done for CGS and the Friends during their term as Club Officers. Thank you gifts and flowers were presented from the School and FOS. Mrs Shona Buck delivered a short "Thank You" speech in recognition of both ladies' contribution during their time as officers.

RMS succeeds AS in her role as FOS Secretary.

AH kindly agreed to serve another year as Treasurer (interim Treasurer) in order to train up a new Treasurer.

New attendees were encouraged to join Friends, any help based on their availability and time would be very much appreciated. Applications open for role of New Treasurer to start training up ASAP, if you are interested, please email friends@caistorgrammar.com

3) Accounts

AH gave an overview of accounts up to August 31st 2023.

In summary, the opening balance was £4,127.09 , total income £4548.94 , total expenditures £6,943.04 and closing balance £1,732.99.

Easter Raffle sales and the Xmas Wish List were amongst the most successful fundraising endeavors.

The Xmas Wish List contributions made to individual departments had been forwarded to the respective departments. General funds were also used for departments that had received little or no direct funding through Wish Lists. Largest expense for the year was the £4000 given to the school to purchase the new outdoor play equipment (Table tennis tables, table football tables, and a giant outdoor chess set).

Discussion of what the School may need/ how additional funds raised could be used. Metal basketball stands for the outdoor court (£250- £350) were proposed - CF will confirm to the FOS whether this suits.



4) Events

Evita Performances: 17th, 18th & 19th October at Caistor Town Hall

Friends are required to serve refreshments during intermission each evening – Times approx. 7.50pm until 8.50pm

Volunteers as follows - Tue 17th – MC, GW, HR & KW. Wed 18th – ED, JR, TD, YH

Thur 19th – MC, YH, LD, RMS

Duke of Edinburgh Awards on 3rd Oct: Questions were raised as to who would be required to attend / who would receive an award on the day, MC and JC able to serve refreshments.

Other events where support from FOS would be required in near future include:

House Music - 28th November

Autumn Concert - 14th December

Christmas Evening - 18th December in the Old Hall

(RMS volunteered to support both House Music and Autumn Concert)

Ideas for future events included: reintroducing Quiz Night, open picnic with £1 entry, “Christmas Fair” with students running stalls and games – CF to check if this was already in place with year 9.

It does need to be noted that to run extra activities we will need more volunteers actively helping.

5) Preloved Uniform

Mrs Newton has kindly held the fort with the sales of Uniform this past year, but FOS will now take this responsibility back on. DM has come forward to take on this task and will compile an inventory of Uniform in stock to make the enquiry emails for sales easier for Mrs Newton. Extra volunteers will be needed to assist DM with sales for the two parents evening held in person for Year 9 in Feb and Year 8 in April. We also plan to sell the uniform at the New Year 7 Induction evening in June.

6) Website & Emails

ED will update website with regards to Friends’ contributions and social activities.

ED provided RMS with information related to use of Friends’ official email. RMS will send official communications via FOS email address so it is easily recognized.

ED to look into amending website to allow for volunteers to register with Friends.

RMS suggested FOS activities and calls for volunteers be included on occasion / as suits in the Head’s Letter.

7) Next Steps

Next FOS meeting will be Monday 13 November 2023 at 6pm in classroom 06 – Finalize the Xmas wish list and agree volunteers for the three events up to Xmas and the Parents Evening in Feb.

FOS Xmas social provisional date Thu 30th November at the ‘Side by Side’ cocktail bar in Caistor.