Friends of Cranham School (FOCS)
Annual General Meeting Minutes

Date: Tuesday 22 September 2026
Meeting: Annual General Meeting
Attendees: Becca Kennedy, Sarah Hughes, Sarah Scott, Fran Overs, Sam Kruk, Hayley Lockstone, Emma Nicolls, Oksana Karaziia, Anna Riglar

1. Apologies

Apologies were received from:

- Laura Chilcott, Athene Whitaker, Erica Watters, Vicki Barnard

2. Approval of Previous AGM Minutes

The minutes from the previous AGM were reviewed and approved as an accurate record.

3. Chair's Report

The Chair's report was noted.

4. Treasurer's Report

The opening balance at the start of the financial year was £4,578.

The current balance as of 21 September 2026 is £7,744.

<u>Money Received During the Year</u>

Income	Amount
Lottery	£110.82
Wildlife Trail	£3,752.00
Hayley Lloyds Grants	£1,170.00
Raffle Sales	£704.18
Total Income	£5,777.00

The Wildlife Trail was particularly successful, raising £3,752, and we also raised additional funds through raffle sales throughout the year.

<u>Money Spent During the Year</u>

Expenditure	Amount
C of E School Grant	£552.00
New Starter Bears	£181.00

PTA Fee	£121.00
Contribution towards Sports Kits	£286.00
Contribution towards Coach Trips	£600.00
2026 Pantomime	£871.00
Total Expenditure	£2,611.00

There is also £174 still outstanding from parents towards the pantomime. The difference between balances are items such as uniform swap donations, payments made on card machine for ice creams and tea and coffee at performances etc. Some Christmas activities Day payments for resources and Santa gifts etc.

Summary

Taking into account the opening balance, income received and expenditure during the year, the current PTA balance is £7,744.

It has been another successful year for Cranham School PTA, and we have been able to continue supporting the school and providing additional opportunities and resources for the children.

A big thank you to all the parents, families and volunteers who have supported the PTA and helped with fundraising throughout the year. Your support makes a real difference to the school.

5. Thanks to Outgoing Secretary

The committee thanked Chloe for her work as Secretary and noted that she would be missed.

6. Election of Committee Members

The following committee members were elected:

- **Chair:** Becca
- **Treasurer:** Sam
- **Secretary:** Hayley
- **Events Coordinator:** Sarah

7. Young Voices and Sports Funding

It was discussed that attendance at Young Voices is free for the children, as the school covers the attendance cost. However, transport to Birmingham is expected to cost approximately **£40 per child** for **19 children**.

Options discussed included:

- Hiring a minibus to reduce costs.
- Asking parents to contribute **£20 per child**, with FOCs contributing the remaining **£20 per child**.
- A potential FOCs contribution of approximately **£375**.

It was also noted that sports funding has been reduced and is expected to be unavailable next year. The committee discussed whether funding Young Voices would mean that financial support should also be considered for sports events.

Action: The committee have decided it can contribute towards sports funding this academic year. The donation of **£2,500** was completed during the meeting.

8. Upcoming Events

Christmas Rainbow Raffle

- Raffle tickets will be organised by Sam.
- Christmas hampers will be organised by Emma.
- The raffle will take place by the last day of term, **18 December 2026**.

Jumble Sale and Rags to Riches

- Proposed jumble sale date: **Sunday 15 November 2026, from 12.00 pm to 2.00 pm**.
- The hall's availability must be checked before the event is confirmed.
- Sarah was asked to be events coordinator and would create poster to send to parents to encourage donations for the jumble sale.
- Donations can be accepted from **3 November 2026**.
- Rags to Riches is planned for **Monday 16 November 2026**.

Second-hand Uniform

The second-hand uniform scheme is currently managed through a WhatsApp chat.

It was suggested that the School Council could be asked to run or monitor the scheme.

Christmas Activity Day and Party

- Proposed date: **Friday 11 December 2026**.
- A minimum of eight adults will be required, with two adults supporting each activity.

- A Christmas party may take place during the afternoon.
- The Christmas party could alternatively take place after the Christmas lunch.
- The committee would like to provide each child with a book as a Christmas gift.

Pantomime

- Date: **Wednesday 16 December 2026**.
- The cost is **£14.50 per child**, including the ticket, coach and chocolate.
- Parents will be asked for a **£20 donation**.
- The Great Plate meal and Santa activities were also noted.

Christmas Lunch

Action: Sarah S will check the Great Plate date for the Christmas lunch.

Christmas Presents

Sarah H going to review options for this years presents.

Christingle Service

The Christingle service is planned for the afternoon of **Wednesday 2 December 2026**.

Nativity

The Nativity will take place during the Christmas period. The date is still to be confirmed.

9. Wildlife Trail

The committee discussed holding another Wildlife Trail.

Potential dates are:

- **22 May 2027**
- **12 June 2027**
- **26 June 2027**
- **3 July 2027**

Ideas discussed included:

- Displaying children's artwork using inexpensive mounts.
- Decorating animals.
- Separate tombolas for children and adults.

- Asking Vic Barnard to speak with Atlas about a children's game.
- A bouncy castle.
- Reviewing which stalls raised the most money at the Feast.
- Coconut shy.
- A possible honey stall or activity.
- All Stars Cricket providing mini games or batting activities during the trail.

Action: Sarah H is going to speak to Judy P about dates and options available.

10. Other Fundraising Ideas

The following ideas were suggested:

- Hot Chocolate Fridays
- Ice Cream Fridays
- Spring concert
- Cheese and wine evening
- Quiz nights
- Bingo
- Beetle Drive family evening

11. School Funding Requests

The following areas were identified as possible requests for PTA support:

- Sports fees
- Coach travel
- Resources, including art supplies
- Amazon Wishlist items totalling approximately **£300**

12. Other Purchases

The committee discussed purchasing a Christmas gift for Mr Black.

13. Future Meetings

- The next meeting will take place after the October half-term.
- A meeting in January will focus on planning the Wildlife Trail.

14. Actions Summary

- Check hall availability for the jumble sale.
- Sarah to advertise the jumble sale.
- Sam to organise Christmas raffle tickets.
- Emma to organise Christmas hampers.
- Sarah to confirm the Great Plate Christmas lunch date.
- Review funding options for Young Voices.
- Review whether a contribution can be made towards sports fees.
- Consider asking the School Council to manage or monitor second-hand uniform.
- Confirm the Wildlife Trail date.
- Vic Barnard to contact Atlas about a children's game.
- Review the most successful stalls from the Feast.
- Confirm the Nativity date.
- Arrange sufficient adult volunteers for Christmas Activity Day.