

**The Friends of Rodmarton School  
Minutes  
Rodmarton Village Hall  
20 September 2019 @ 2.30pm**

**Attendees**

Caroline Musty (CM)  
Bryher Grimes (BG)  
Penny Norrie (PN)  
Alex Bransby (ALB) **minutes**  
Alastair Blant (AB)  
Nicola Hewitt (NH)  
Lisa Peill (LP)  
Dave Harries (DH)  
Jessica Cockell (JC)  
Emmaly Ocallaghan (EO)  
Rachel Brennen (RB)  
Nicola Barrow (NB)  
Matt Morton (MM)  
Paula Bendle (PB)  
Venessa Stacey (VS)  
Natalie Walker (NW)  
Claire Trehearne (CT)  
Lucy Forbes (LF)  
Christina White (CW)  
Emma Howard (EH)

**Apologies**

Rebecca Pass (RP)  
Samantha Blomfield-Smith (SBS)

<b>Agenda Number</b>	<b>Agenda Item</b>	<b>Comment</b>	<b>Action</b>
1.	Welcome	CM opened the meeting and welcomed attendees.	
2.	Apologies	Apologies were noted.	
3.	Approval of minutes of AGM held 14/09/2018	The minutes of the last AGM which was held on 14/09/2018 were accepted as a true and accurate record and were approved by NH.	
4.	Matters Arising	No matters arising.	
5.	Chairpersons Report for 2018/2019	BG presented the Chair's report concluding that it had been a very good year whilst requesting additional help no matter how small with 'Friends' initiatives for the forthcoming year. BG thanked everyone for their help during 2018/19. CM thanked the 'Friends' for all that they have done in the year 2018/19.	
6.	Treasurer's Report for year ending 31/09/2019	PN presented Treasurer's report. PN highlighted the hard work and achievement of NH and Philly Herbert for their previous roles on the committee and all they achieved as a committee of only two. BG thanked PN for her work as treasurer. AB presented a cheque to the 'Friends' committee for a charitable donation from Tetbury Woolsack Races.	

7.	Appointment for an Independent Examiner of Accounts for year ending 31/09/2019	PN notified everyone that it was currently not a requirement to have the accounts independently examined as the charity income is currently below the threshold.	
8.	Election of Officers and Trustees of the Committee	<p>CM explained that officers on the committee were also trustees on the committee. John Biddulph has been a trustee of the charity, as the result of only two officers holding positions on the committee in previous years, therefore a third trustee was required. John Biddulph is now stepping down as a trustee as the positions of Chair, Treasurer and Secretary are filled.</p> <p>PN nominated BG for Chairperson seconded by CT.</p> <p>CM notified attendees that ALB was stepping down from the role of secretary. CM thanked ALB for her work as secretary over the last year.</p> <p>ALB nominated LP as Secretary seconded by BG.</p> <p>EH nominated PN as Treasurer seconded by PB.</p> <p>BG nominated RB as craft Coordinator seconded by PN.</p> <p>BG stated that should a parent wish to be on the committee as a trustee or another role they would be very welcome.</p> <p>BG asked if anyone would step forward as Refreshments Coordinator. No one came forward.</p> <p>EH asked if the role could be highlighted in newsletter. CT suggested a rota system for refreshments at events. Agreement in the hall for a rota, the committee will send out a termly rota for volunteers to sign up to.</p>	PN/BG/ LP
9.	Any Other Business	None	
10.	Closing Remarks	<p>BG and PN thanked ALB for her work on the committee. ALB thanked BG and PN.</p> <p>EH gave her thanks to the committee of 2018/19 for all their work, seconded by CT.</p>	