



Friends of St Matthews Primary School (FOSMPs) Annual General Meeting (AGM) Minutes (Virtual):

2nd October 2025 19:00 (7:00pm)

Attendees:

FoSMPs existing committee members: David, Michelle, Helen, Helen, Fiona, Asi, Dharmesh, Lee, Gemma: **The school leadership:** Pam, Claire and Jan: **Members/parents:** Kate, Tammy, Victoria, Jill, Maya, Rachael, Anne, Gayle

	Item	Note
1	Minutes from the 1ST of October 2024 AGM	The minutes from this meeting were formally approved by the attendees.
2	Introduction to FOSMPs	David Crimble (DC) introduced the aims and objectives of FoSMPs as a registered charity.
3	Financial year highlights 2024/25	DC outlined the following in the PowerPoint • £13,168 income was raised Thank you also to Hamptons our corporate sponsor and Michelle for her fundraising achievement after running the Ultra marathon in June 2025. DC outlined the expenditure/spend on school projects which was £10K+. Annual commitments to the school: £4,100 e.g. class budget, Opal (sand pit), trips. Other expenditure items included: Pantomime £1,020, Relax Kids £735, Multicultural Day £1,800, Stationary KS 2 (families in need) £300, science kits £225. Fiona mentioned that the science kits were chosen for funding by the parents attending the Wreath Making event in 2024. DC said ideas for the future are always welcome and all projects were discussed with the school through the Co-Chairs meetings and regular dialogue with the school. Question: Can Fosmps get match funding? Yes, some parents employers provide match funding against any fundraising done by the parents/employees for the school.
4.	Projects for 2025/26	DC went through the current projects for 2025/26, some had already been agreed in principle, for example, Outdoor Classroom £38-40K, Annual commitment for class budgets, £2,100, Relax Kids £742, Piano Tuning £150, Multicultural Day, Equipment for the Hall (sound system/AV). Question: How do the class budgets/floats work? Jan explained that this was devolved to the class teachers for things like rewards, stickers, sprucing up the classroom and these were

		reviewed by Pam/Jan. DC and Lee said that there would be more communication about the Outdoor Classroom project with parents Question: Can Fosmps fund KS Stationary? Jan explained that the school preferred the parents to pay for this, but there was funding for parents/families who could not afford this and Fosmps contributed to the vouchers for families in need. Michelle and Fiona explained that Fosmps was a PTA and did not duplicate funding from other stakeholders, the local authority, Diocese of Southwark. Also, Fosmps did not want to commit future committees to ongoing funding requirements. DC mentioned that the accounts for 2023/24 were on the Charity Commission website page for Fosmps. The accounts and annual return for 2024/25 will be submitted by June 2026.
5.	Events 2024/25	DC talked about the events for 2025/26 and these were already planned . FOSMPs also encourage the use of Easy fundraising, Facebook Marketplace, Matched Giving, Givey.com. The events list, as well as the AGM minutes and powerpoint will be on the Fosmps website. Question: How can the recruitment of volunteers be improved (non committee members/class reps)? Building on last year, Fosmps will create a pool of super volunteers who can lead on specific projects and generate more support from other parents for the events. Fosmps will continue to promote events/volunteering opportunities through videos, Sign Up Genius and the Class Reps/School. Asi acknowledged the hard work and commitment of the Class Reps who were also volunteers. Question: Can the classes have their own stalls at the fairs? This has been tried before with mixed results, sometimes no volunteers to run the stalls. But the idea can be considered again for fairs in 2025/26. Question: Can comedy night be held in the school? It was done in 2024 thanks to the school, but Fosmps have decided to have an external venue for 2025. Question: Is there a communications plan and can we help? Yes, there is a communications plan and Fosmps are happy to receive help. Jill and Maya offered to help. Question: Can a prize draw or incentives be offered to get more volunteers for events? Yes, this can be looked at, incentives have been offered previously including discount codes, but often volunteering for events is a small amount of a person's time and often on off, so we expect some volunteering without expecting a reward.
6.	Election of new committee members	DC and Asi went through the nomination and election process. The existing committee members resigned at the AGM. The nomination for new trustees/committee members had been done before the AGM and advertised through the Class Reps and website to encourage more parents to nominate themselves. Nine nominations were received. By a show of hands of those in attendance the majority voted for those nominated and the AGM approved them to be committee members and trustees of FOSMPs for 12 months. 1. Helen Albert

		2. Fiona Brooker 3. Tammy Cadman 4. David Crimble 5. Kate Foley 6. Michelle Montgomery 7. Asi Panditharatna 8. Dharmesh Patel 9. Lee Russell The list of trustees/committee members will be put on the FOSMPs website. The positions of chair/co-chair, secretary and treasurer will be determined at the first meeting of the new committee.
8	Acknowledgments and special thanks	DC and the Committee thanked the previous committee members- for all their hard work and commitment, the Class Reps (including the previous reps), the Head Teacher, Deputy Head, teaching, Crystal Kids and school office staff, including also Ms Lovitt and Mr Collard. The parent volunteers, parents and children who have raised money for FOSMPs and the school were also thanked, as well as the funders and corporate sponsors.
9	Meeting ended	The meeting ended at 20:11