



## **AGS FRIENDS - MINUTES**

**Wednesday 10 September 202, 7:00pm - virtual**

### **In Attendance**

R.Thorpe, Y.Bruton, H.Silcox, G.Farrington, J. Gilmour

### **Apologies**

None

### **1. Welcome and introductions, declarations of interest**

No declarations of interest were declared.

### **2. Minutes from last meeting and action updates**

All agreed minutes were correct. (These need to be added to the website)

**A:** VB to send RT AGSF draft policies and RT will distribute to relevant staff to look at. Risk assessments for PTA events to be shared with Events Co-ordinator. Lead to brief volunteers. School to share with PTA the risk assessment for the whole event. This will be emailed to the Friends email address; the AGSF Lead for that event to check this.

Alcester Food Festival - to consider a stall.

Raffle prizes remaining have expired. To consider prizes more carefully in the future.

Loyalty card roll forward and to consider a sponsorship brochure.

### **3. Review year end and last events**

The summer concert was a success with serving pizzas. Pre-ordering on sum-up worked well. RT suggested going forward to have one choice of pizza and no cookie.

**A:** Committee to contact Domino's to see what deal they could offer us. Agreed that providing food for these events was welcomed and will be included in future.

The year 13 leavers event didn't need as many volunteers, it worked well serving before the event. Sales of personalised cupcakes and bags of sweets were low, it was agreed not to offer these in the future.

## 4. Updates

VB has met with the new Operations and Events Manager (Jess Horsfall). RT informed committee that CV is still to do the marketing but anything logistical should now go through JH. Communication to go direct to JH to minimise impact on RT and HS (though initially to cc all as bedding in process).

PTA to take on the selling of uniform at the information evenings. **A:** GF to co-ordinate. RT requested that some uniform is kept for the school's use. Agreed that extending this offering needs to be entirely PTFA, as school don't have the capacity to support.

## 5. Year Plan

GF suggested that meetings are restructured, as not enough people come to in person school meetings - all agreed. Two in person events a year - welcome meeting in September and AGM. Business will be conducted through Committee meetings, tasking volunteers via Whatsapp and then planning/events subgroups to meet virtually (or as decided by attendees). A reminder that whilst called 'Committee meetings' they are open to anyone to attend. **A:** Updated dates list to be published - HS. To retain the social aspect of AGSF, a couple of social events to be organised, perhaps after the PTA have served refreshments at an event.

Planned events discussed and dates agreed.

Film night for year 7 discussed. Theatre not available on suggested date, and no alternative venue suitable. To consider for the spring term - **A:** school to review and propose some dates. To discuss at general meeting on 17 September.

Reporting & license deadlines noted (lottery return, licensing etc.) 30 June is the deadline for financial accounts.

## 6. Marketing and comms

To discuss next week at general meeting how can we contact parents and carers more efficiently. School's primary comms mechanism is Principal's newsletter, so AGSF will ensure this is primary information route. Satchel one agreed as not effective for messaging PTFA messages. Consider use of BlueSky and Facebook. **A:** VB is attending a Parentkind coffee morning on 30 September and will ask about marketing ideas.

## 7. Lottery

Whilst we have about 145 numbers, this represents only about 70 individuals - we need to try and extend the reach to more members of school. The current lottery cycle finishes, and we need to relaunch for November. Market this again and discuss other ways it can be advertised - how do we reach new Y7 parents as primary audience? Propose big push at Parents Info evening on 29/9/25.

## 8. New volunteers and succession planning for committee

Lots of our existing volunteers have more commitments, and so need to ensure we attract new members. We have had some leave the group as well. About 6 new parents have completed our contact form - **A:** VB will invite to the meeting on 17

September. For the Year 7 information evening suggest have some volunteers to help generate an interest.

Also need to consider succession planning for committee roles - VB happy to put herself forward as chair at the next AGM, but would be last term as Will would be leaving. Therefore need to consider encouraging new members to consider stepping up in 15m time. Similarly, other roles may want to swap by/before then.