

**FTS ANNUAL GENERAL MEETING**Meeting date: **Wednesday 8th December 2021**

Time: 6:00pm to 7:15pm

Venue: Virtually (via Teams)

Committee Members Present:

Laura Rundle	(LR)	Chair	(TS)
Lynda Clark	(LC)	Secretary	(TS)
Doremi Vaardal	(DV)	Treasurer	(TS)
Emma Caddis	(EC)	Committee	(Prep)
Andrew Gill	(AG)	Committee	(TS)
Lynette Lukes	(LL)	Committee	(Prep)
Ros Whitelegg	(RW)	Committee	(TS)
Catherine Wood	(CW)	Committee	(Prep)

Truro School Staff Members Present:

Andy Johnson	(AJ)	Head
Sarah Patterson	(SP)	Head of Prep
James Frewer	(JF)	Deputy Head Prep
Kieran Topping	(KT)	Business Director
Carla Lamb	(CL)	Marketing Manager
Anna Ireland	(AI)	Marketing Officer

Vicky	(VL)	Parent	(TS)
Jo	(JP)	Parent	(TS)
Sophie	(SM)	Parent	(TS)

MINUTES

LR welcomed everyone to the AGM of the Friends of Truro School.

1. Apologies

- Apologies were received from Laura Fawcett, Sarah Harrower, Sarah James and Emma Trelawny.
- The Rev also sent his apologies, stating he continues to be supportive of the FTS as he has in the past and if he can be of help and support in the future in any way, he is happy to do so.

2. Acceptance of previous AGM minutes (December 2020)

- The acceptance of the 2020 AGM minutes were proposed by LC and seconded by AG.

3. Chair's Report

- A copy of the Chair's Report is attached (Appendix 1).
 - LR gave a summary of the year's events.

4. Treasurer's Report & Approval of Accounts

- A copy of Treasurer's Report is attached (Appendix 2).
 - DV gave a summary of the report and accounts.
- JF stated that walkie talkies had already been purchased by Prep, so assigned funds of £75 will be put back into the ring-fenced pot for the Prep.
- The acceptance to maintain an operating sum of £2,500 in the account and fund £215 for Heroes Christmas chocolates for each form at TS were proposed by DV and seconded by CL.
- LL will research suitable Santa treats for the Pre-Prep and Prep pupils for the last day of term.

5. Election of Officers and Committee

- It was proposed to defer the election of Officers and Committee and create a Steering Committee to create an action plan for short and longer term.
- This was proposed by DV and seconded by CL.
- RW stated the importance of adhering to and being compliant with the current Constitution as we are managing funds, until such time that the Committee approves a formal change.

- DV proposed adopting a time of interregnum, allowing the Constitution and current involvement to be paused, whilst the way forward is agreed.
- AJ stressed that the Steering Committee is not a change to the Constitution. Any future direction recommendations (with structure, roles, succession plans) will need to be approved by FTS Committee under the current constitution and minuted. If there are changes to the Constitution, this would be agreed at an EGM. It is not the plan for the Steering Committee to become the new FTS.

6. Any other business

Support for parents

- It was unanimously felt that current and new parents had missed the FTS activities and engagement with parents and children. It is a concern that two intake years have missed the opportunity to be meet each other and integrate into our community.
- LL stressed the new parents need support now and this is a priority. Many people have moved to Cornwall, some quickly, and have experienced additional distress during the pandemic and are questioning their decision. We need to support them to help them make it work for them in the school community.
- LL also said we need to find a different way to communicate with new parents, to reach out and support them, which is difficult to do at Committee level.
- It was suggested that we reintroduce the Area Reps across Cornwall (we previously had 10 across the county). Their role was to reach out to local school families, introduce them to others and organise local social gatherings.
- AG acknowledged the majority of us were lucky to have had non-Covid Pre-Prep and Prep years, as these connections continue to strengthen as we go through the Senior School. Those who attended Prep still feel part of the wider community and want to give something back. AG also stated it was useful to remind us all of the role of the FTS and we should continue to do our own thinking and to canvas other parents. AG proposed weekly outside cycling or walking events and is happy to organise.
- VL (a new parent to the county and with a child at Truro School) acknowledged how her experience is very different due to Covid. VL suggested meeting with families for outdoor activities – coastal walks, games after school, sea swims, etc.
- LR highlighted that the formality of the current FTS Committee may prevent parents communicating with us, as we may be perceived as an elite group, rather than a team of dedicated parents whose focus is creating community (which is our primary aim).
- SLP will liaise with the MIST Heads' Group and the HMC South-West regional group to understand how they are supporting parents. Findings will be brought to the Steering Committee in January 2022.

Regular coffee mornings

- SLP is very supportive of the recent Prep coffee morning held at The County Arms, Truro. She is happy to commit to holding one every month (e.g., the last Friday in the morning) and will attend with JF. There are costs associated and an alternative venue may be sourced.
- The County Arms cost was £157.50 @ £5.25 per head for 30 people, plus hire of the venue. LL felt it was well worth the money and the new parents benefitted.
- It was suggested the Senior School adopt a regular meeting as well, maybe asking parents to reply with a capped number based on the venue size. Senior parents can feel more alienated and less connected than the Prep parents.
- Given the urgency of supporting the community, DV encouraged the current funds to be spent now across Prep and Senior Schools.
- DV said that the organising of an informal coffee morning does not have to be under the FTS banner and should be agreed and happen quickly, even with minimum of 2-3 people.
- AJ summarised that the current need is to be met faster than the wider evaluation and discussion of FTS committee. We should not rush this but not slow the first one. People should go ahead and organise and not hold back and liaise with DV regarding costs. We do not need formal approval to do something valuable and useful, unless it involves the school staff and site. However, we need to be mindful of the school and support staff's time.

Parent Survey

- The findings from the recent Survey Monkey sent to all parents were shared. Across the Prep and Senior School, we received 149 responses and feedback.
- Within these, 52 parents stated they would be interested in being involved with the FTS and they have shared their emails. These parents will be invited to join the Steering Committee.

Management of events

- RW reiterated that the current Sixth Form Ball model works well, where the Upper Sixth parents create a sub-committee, with a team of parent helpers, and are responsible for the event. This model could be adopted across the Prep and Senior with regular year groups hosting set annual events. A year lead would be appointed to manage the event and previous year groups be available to share their findings.
- RW stated that payment of events coming through Eventbrite, managed by the school, was efficient and easy to manage and resulted in not having surplus funds in the account. Going forward, we need to agree if the balance of £2,500 belongs to the FTS or to the school.
- CL stated that the school will be recruiting a Head of Events, who will give support to the FTS events.

TS Five Year Strategy

- AJ referred to the school's 5-year strategic plan and is keen for the FTS to be involved and to understand more how the FTS and School's partnership can be strengthened.
- CL and the Marketing team will continue to support the FTS.

Vote of thanks

- AJ thanked Laura for her hard work and dedication to the FTS over the last 7 years (and as Chair for the last 5 years) acknowledging that so much had been achieved in creating a social community body for our School, particularly given the challenges faced during the pandemic.
- LR responded by thanking the school, the staff and the Committee.

8. Next Meeting

The Steering Committee will hold a meeting:

Date: Wednesday 12th January 2022

Time: 6.30pm

Venue: via Teams (TBC)

Aim: To create a short-term plan of action and agree 2022 spring term event dates

The following people showed an interest in joining the Steering Committee:

School: AJ, SLP, JF, CL

Parents: LC, EC, AG, LL, VL, DV, CW, SM

Lynda Clark

FTS Secretary

8th December 2021



AGM - CHAIR'S REPORT – 2020-2021

ACADEMIC YEAR 2020-21

It is usual at the AGM for the Chair to sum up the achievements of the past year in terms of community building events and socials, coffees and face to face chats and meetings. However, due to the current and ongoing situation the FTS was once again unable to hold its usual plethora of annual events.

Despite not being able to stage events, the FTS committee together with the Class Reps (at the Prep), and Year Group Reps (at Truro School) remained active in the background – constantly questioning how we could help the community in the challenging times we were experiencing and continuing to reach out to the community through our dedicated year group Facebook pages and WhatsApp groups.

We did actually manage to support Christmas at both schools this year and last, supplying among other things, Santa's grotto gifts, Christmas trees, and chocolates. We also supported the Prep triathlon with trophies and medals.

At the start of this 2021-22 academic year, the FTS was fortunately able to attend the Welcome Coffee for new parents at Truro School. In the past, this event has proved invaluable for parents and carers, enabling them to ask questions of current parents and make contact with other new parents and it once again proved very popular. At the Prep a welcome coffee event for new parents was organised at an outside venue, which was funded by the FTS. In addition, the marketing team at Truro school has again created an 'FTS Community Christmas guide', giving some free marketing space to business owner parents at Truro School.

At the time of writing, it is unclear how the rest of the academic year will pan out, but it may well prove prudent to try and keep at least some plans for the usual summer annual events such as the summer ball, triathlon and summer fete, on the back burner, in the hope that some of these may eventually take place.

And now for some reflection - I have been active on the FTS committee for as long as I have been a parent at Truro School – a total of 7 years, with 5 of these years as Chair. During this time each academic year the FTS team have staged various events across the schools including:

- Welcome coffees and welcome evenings for new parents
- Quiz and Curry Nights
- Christmas Fairs and Santa's grottos
- Wreath and Christmas pudding making events
- Cheese and wine evenings
- Wine tasting
- Barn Dances
- Triathlons
- Sports Day Cake and cream tea stalls
- Summer Fetes
- And the Summer Balls

Each and every one of these events has always been well attended and I believe appreciated by all attendees, and each event has served to enhance the child-parent-guardian experience at the schools. No longer is Sports Day at Truro School billed as a no-go day for parents; the end of year ball is a cross school event with Prep parents invited, and the quiz nights are so popular, that they are always a sell-out. We could not have held any of these events without the support of the school events and catering teams, or the dedicated graft and time of a small team of parent volunteers.

When I started as Chair, the aim was for the FTS to move away from being a committee that allocated funds from its subs to various departments in the schools, to being a vehicle to develop and bond the school community. A team of dedicated volunteer parents was tasked with rewriting the FTS constitution, and this team poured hours of their own time into the current constitution, whose core values consist in developing a strong Community across both schools, thus continuing the collaborative spirit that exists at the Pre-Prep and Prep into all year groups at Truro School. Every parent on the original revamped FTS team was passionate about this aim, and the remaining committee members continue to strive to bond the Truro School community and remain open to anyone who would like to get involved and bring in new ideas.

As I sit here giving what will be my last report as Chair of the FTS in what is a very different world, I hope that despite the current obstacles to community building and social events, that the FTS will find a way to build on its successes, and continue to pull in new volunteers to spread the load perhaps inviting each year group to take on an event. The summer ball is a great example of how this could work, with the Upper Sixth parents preparing the ground from the autumn onwards to create what is usually the event of the year. In all of this, the channels the FTS uses for communication going forward are key.

In conclusion, I would like to extend my heartfelt thanks to the rest of the committee, in particular to the various Vice Chairs who have made this journey with me, and who have worked so hard at the Prep with the class reps to create some magical and fun events for children and parents alike. Last, but not least, I would like to thank the present committee and in particular the Secretary, Lynda and Treasurer, Doremi, who work so very hard in the background to make everything happen.

We truly are a team.

Laura Rundle
FTS Chair
8TH December 2021



AGM - TREASURER'S REPORT – 2020-2021

The 2021 AGM marks the conclusion of my third year as FTS Treasurer; sadly, following a further year of restrictions we have not been able to hold any events.

As there has been very little to report on I have prepared a basic spreadsheet showing opening and closing balances in addition to details of all funds in and out of the two FTS accounts, reconciled to the bank statements. On a practical note, there are recent changes to HSBC community/ charity accounts that I am looking into including a new annual charge for the account (around £60/£5pm).

EXPENDITURE August 31st, 2020 – August 31st, 2021:

The FTS committee decided last year that while we are unable to run events, we could use some of the accumulated funds to pay for treats for the children. To that end we funded the following for Xmas 2020:

- Drive by Santa and grotto gifts for every child in Prep and Pre-Prep
- Xmas trees at the Prep and Pre-Prep
- Screening of The Mousehole Cat for the entire Prep School
- Sponsorship of the Xmas Tree plus purchase of lights at the Senior School
- Chocolate Malteser reindeer treat for every child at Senior School.

The FTS also purchased medals and trophies for the Prep Triathlon that was run by the staff during school games lessons in the summer term.

Two outstanding bills were paid – the return of misdirected funds (C Massey) and an old invoice for the Prep Pool hire dating back to the 2018 Triathlon

STAINED GLASS WINDOW

The last two invoices for the SGW were paid leaving a residual balance of £486

INCOME August 31st, 2020 – August 31st, 2021:

While we had no events or income generating opportunities, we did receive £823 from the second-hand uniform sales, which had been building up since 2018.

COMMITTED FUNDS up to Aug 31, 2021: Carried over from previous years

2018/19 – Walkie Talkies (prep)	£75 – hold for 2022 Triathlon
2018/19 – Bunting (Jose)	£120 – to be paid Dec '21
TOTAL	£195

CONCLUSION

As we move into a time of reorganisation and renewal of the FTS, I hope we can continue to work on simplifying and streamlining the administration. It should be the end of my term as Treasurer on the committee, but I am happy to continue during the upcoming period of transition.

TREASURER PROPOSALS:

- To reinforce the annual commitment for the FTS to maintain an operating figure of £2500 in order to allow events to go ahead regardless of profit/break even.
- Approval of Xmas 2021 chocolates for the Senior School at a cost of £215 for 43 boxes of Heroes (1 per form) and invite suggestions for Prep.

Thank you to the committee, staff and school for their continued support.

Doremi Hayward Vaardal

FTS Treasurer

8th December 2021