



Friends of Pangbourne Primary School (“FOPPS”)

Trustees’ Annual Report

1 September 2017 to 31 August 2018

A report by the Committee Officers

The role of FOPPS is to raise money to help the School provide materials, resources and facilities for the benefit of everyone who uses the School and to assist in building a community of parents and teachers. FOPPS is made up of Committee Officers, who, supported by a wider committee of parents and teachers, meet regularly to discuss fundraising initiatives and organise events. Each event is supported by a team of parent-volunteers who give their time to help plan and run the events. In addition, each class has a Class Representative for their year group.

We would like to say a big thank you to the committee members, event leaders, parents, teachers and staff of the school for their support, enthusiasm and generosity, which saw a fun and successful year of fund raising from 1 September 2017 to 31 August 2018 (“2017/18” or “the year”).

FOPPS raised a total of £14,099 (net) through fundraising activities during the year, which will go directly to enhancing the surroundings and experience of children at our school.

The largest annual fundraising events for 2017/2018 were the Firework Fiesta and the Pangbourne 10k Run, which raised £3914 and £6,892 respectively.

Firework Fiesta

The Firework Fiesta, held in November, is the school’s major fundraiser and is organised by a sub-committee, headed up by Sheena and Neil Faloon and ably supported by heads of different teams: Andrea Lotz, Darran Taylor, Matt Shakespeare, Alan Heighway, Jo Griffin, Alan Lomer, Magda Holloway, Lynne Antonio, Andi Borak and the local Rotary Club. In addition can we say a huge thank you to all those who volunteered help before, during & after the event without whom the event would not have happened we very much appreciate the time you all gave up!

Just under 2000 people attended this family friendly event in 2017, with a great fireworks display for the local area. The event was well run thanks to the sub-committee and the large number of volunteers who gave their time before,

during and after the event. This year we introduced electronic ticketing (Ticket Tailor) which was a big success, and made the entry and door management much slicker. We were also able to know how many people were on site at any one time via an app which was installed on the volunteers' phones. In addition, we changed the location of the stalls in the playground to improve the flow of visitors and stop overcrowding. We also borrowed extra electric lighting from Pangbourne Parish Council for the evening to improve the experience of our visitors. 2016 was such a big night in terms of visitor numbers and 2017 was much lower, but the event ran very smoothly and feedback was very positive.

While the 2016 event resulted in a record number of attendees and a record net profit, 2017 was lower, bringing in £6800.

2018 is the last year that Sheena and Neil will co-ordinate this event. We did get enough volunteers in 2017 but it was quite last minute, and a few people ended up taking on a lot of work. We do need additional support as the event cannot run without approximately 40 people taking on small roles.

Pangbourne 10k Run

The Pangbourne 10k, held in September 2017, was again a highly successful fundraiser for the school. 350 runners set off to warm sunny conditions, with lots of supporters, which made for a great atmosphere on the day. 2017 was the second year of chip timing, which offers an added draw to local running clubs. There were cakes and hot drinks, as well as running races for the kids, and the feedback from both competitors and supporters was positive. The 2017 race brought in £3914.

The 10k Committee, headed up by Race Director Matt Archibald, worked tirelessly in the run-up to the event and on the day. 2017 was the last year that Matt managed the race, and we thank him for his hard work in establishing the Pangbourne 10k as an event on the local running calendar.

NET FUNDRAISING

The breakdown of net funds raised from fundraising events during the year is as follows:

Month	Event	Net Funds Raised
Sept 2017	Pangbourne 10k run (2017)	£3914
Nov 2017	Firework Fiesta	£6,892
Dec 2017	Christmas craft	£351
June 2018	Village fete – Bottle Tombola & BBQ	£1,969
June 2018	Drinks at school sports day	£64
July 2018	Ice-Cream Fridays	£472
Sept-July	Second hand uniform sales	£43
Year Long	Coop Donations	£1324
April May	Private Donation	£1797
Year Long	Cake Sales	£305
Year Long	Textile Recycling	£141
Year Long	FOPPS costs (see below)	(£3,173)
TOTAL		£14,099

Thanks to everyone that has attended committee meetings and contributed to the fundraising events over the past year. Without their time, effort and dedication, such wonderful events and fundraising opportunities would not be possible.

Special thanks to:

- Headteacher Mrs Fry and the teaching staff.
- Sheena and Neil Faloon and the huge team of volunteers without whom the Fireworks Fiesta would not be possible.
- Matt Archibald and his team, who continues to support the 10K race although he is no longer the race co-ordinator.
- Lorna Parker for securing grant funding from the Co-op which will bring in thousands for the school.
- Lynne Antonio for securing grant funding from Waitrose as well as working on other and future grant applications, as running cake sales, the bottle tombola at the Fete, and Ice-Cream Fridays.
- Andi Borak for her able assistance at the Bottle Tombola and Ice-cream Fridays
- Emma Carney for coordinating the Christmas crafts.
- Sarah Halabi for running the second-hand uniform sales.
- Alan Lomer for his website and design skills.

- An anonymous donor who gave generously to help refresh the reading scheme across the school. This funding was doubled by match funding through the donors employer.

In 2017, long-standing Committee Officer and volunteer Lorna Parker stepped down. Lorna has for many years helped to manage the committee and raise funds via grants, assisted at the Fireworks and helped to run and serve at the Village Fete BBQs, raising many thousands of pounds for the school, and her contribution will be greatly missed.

- All of the regular volunteers who attend our meetings and share their views, those who assist at the 10k, marshalling or signing people in, those who help at the Fireworks selling glow toys, running the bar, or setting up and clearing away after the event, those who set up and managed the stalls at the Village Fete, and all other parents, carers and supporters of FOPPS who help in any way, we really appreciate it!

EXPENDITURE

Spending in 2017/2018 was as follows:

- Coach for Christmas pantomime theatre trip (£840)
- Coach for Year 6 Swanage Residential Trip (£1080)
- Refresh of reading books across the entire school (£1388)
- Refresh of maths resources for years 2 and 6 (£238) with a view to extending this across the whole school
- £100 for each class to spend on items to enhance their learning and also Christmas Craft Materials (£1094)
- Sand & bark for Foundation Stage Playground (£298)
- Year 6 Leavers Books – part funding (£144)
- Christmas tree (£37)

FOPPS operational costs during the year were £3,173, which included the shed roof repair (£2667), our web hosting costs, annual PTA membership fee, FOPPS social event, new 10k advertising banners, and fundraising event equipment and associated costs (not specific to any event or year) such as purchase of extension cables.

BANK BALANCE & AVAILABLE FUNDS

The funds balance at 31 August 2018 is £31081.86.

Once the Committed Expenditure items detailed below have been accounted for, the available balance is £15681.86.

Committed expenditure for 2018/2019 is as below:

Month	Item	Funds Committed
n/a	£2k Contingency	£2,000
TBD	ICT equipment (major project fund)	£5,000
TBD	Climbing frames (major project fund)	£5,000
Sept 2017	Yr 6 Leavers books (2018/19)	£150
Oct 2017	FOPPS Social event	£150
Nov 2017	Sand and Bark for FS play areas	£300
Dec 2017	Xmas Pantomime trip coach	£900
Sept - July	£100 for each class	£700
June 2018	Yr 6 Swanage coach trip	£1200
TOTAL		£15400

At each committee meeting through the year, the committee review the financial position of the charity. The committed expenditure may be modified or amended, as determined at these meeting, if more accurate information becomes available.

Again, we thank everyone for their support in the past year and we look forward to this continuing in the future.

Best regards

Co-Chairs: Vicky Charlesworth and Sarah Halabi

Treasurer: Alan Heighway

Secretary: Emma Taylor

26 September 2018

