



## **Friends of Pangbourne Primary School (“FOPPS”)**

### **Trustees’ Annual Report**

**1 September 2018 to 31 August 2019**

#### **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 volunteers who give their time to help plan and run the events. In addition, each class has a Class Representative for their year group who can raise issues or add items to the Wish List of projects for FOPPS to fund.

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 2018 to 31 August 2019 (“2018/19” or “the year”).

FOPPS raised a total of £28,305.39 (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 2018/2019 were the Firework Fiesta and the Pangbourne 10k Run, which raised £7726.09 and £3424.98 respectively. Our work obtaining grants and donations from local groups and national fundraising programmes also delivered a critical contribution, bringing in £16,060.23.

#### *Firework Fiesta*

The Firework Fiesta, held in November, is the school's biggest fundraising event 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, Alan Lomer, Ben Swingler, 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!

Over 1500 people attended this family friendly event in 2018, with a beautiful fireworks display for the local area. It was the second year of using electronic ticketing (Ticket Tailor) which makes the entry and door management much slicker, and gives immediate insight into how many people are on site. We maintained the improved

location of the stalls in the KS1 playground to improve the flow of visitors and stop overcrowding. Lighting was slightly problematic due to an external lighting issue, this will be rectified in 2019. We were approached by the French Exchange society asking if we would like their visiting French band, EMIJ Soul Band, to play, which we accepted, so we had two bands on site with the Pangbourne Silver Band. This also meant we had music playing after the Fireworks finished, which helped with the flow of people exiting the event and we will aim to repeat in 2019. Overall, the event ran very smoothly and feedback was positive.

While the 2017 event brought in £6800, 2018 saw a stabilization of visitor numbers plus continued strong performance from stalls at the event, so net revenue was £7726.09.

2018 was the last year that Sheena and Neil Faloon co-ordinated the event, which they have been involved with for over a decade. FOPPS is very grateful for all their hard work over the years and hopes that 2019's Fireworks Fiesta will be a restful experience for them!

In 2019, Darran Taylor will be co-ordinating the Fireworks Fiesta and has already recruited volunteers for most areas. We will be looking for more volunteers to ensure the event runs smoothly.

#### Pangbourne 10k Run

The Pangbourne 10k, held in September 2018, was a successful fundraiser for the school. Approximately 250 runners set off to warm sunny conditions, with lots of supporters, which made for a great atmosphere on the day. Chip timing is now well established at this event, and is an essential part of a race for regular race participants.

As is now tradition, we provided cakes and hot drinks, as well as running races for the children, and introduced a raffle with a wide selection of excellent prizes donated by local businesses.

2018's race did experience an unfortunate event as runners disturbed a hornet's nest in Sulham Woods. Many runners were stung and one individual had an allergic reaction and needed to be taken to hospital, although she recovered well. The paramedics and first aiders we had on site responded well to the incident, although the race management team have learnt several key lessons from this incident and made significant improvements to the 2019 race.

2018's 10k Committee were new to organizing the race after long-time Race Director Matt Archibald stepped down in 2017. The new committee managed the process well with several learnings which have been applied to 2019's race.

Despite the insect issue, the feedback from both competitors and supporters was positive. The 2018 race brought in £3424.98, slightly lower than in the previous few years.

As always with FOPPS events, sourcing volunteers can be difficult and is often last-minute. We are already looking for new volunteers for 2020's race.

### Grants and Donations

Grants are becoming a critical part of FOPPS' fundraising, delivering a significant proportion of our revenue for 2018/2019. Grants in this year came from:

Tesco Bags of Help	£	1,000.00
Waitrose Community Matters	£	456.00
Co-op Local Causes (ran across 2017/8 and 2018/9)	£	3659.80
The Wilder Trust	£	1,000.00
Pangbourne Parish Council	£	5,000.00
Greenham Trust (match funding of £5,000 - £55.57 in admin fees)	£	4,944.43
<b>TOTAL</b>		<b>£16,060.23</b>

The majority of this fundraising was dedicated to the playground equipment. Volunteer Lynne Antonio managed the grant applications, working closely with Mrs Heneghan in the school finance office. Lynne has now left FOPPS as her daughter has left the school and we thank her for all her hard work over the years. Becky Peates will be looking after grants in 2019/2020.

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## NET FUNDRAISING

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

<b>Month</b>	<b>Event</b>	<b>Net Funds Raised</b>
Sept 2018	Pangbourne 10k run (2018)	£3424.98
Nov 2018	Firework Fiesta	£7726.09
Dec 2018	Christmas craft	£250.30
June 2019	Village fete – Bottle Tombola & Drinks Stall	£723.49
Year Long	Grants	£16060.23
Year Long	Textile Recycling	£111.30
<b>TOTAL</b>		<b>£28,305.39</b>

## EXPENDITURE

Spending in 2018/2019 was as follows:

- IT Investments in Chromebooks, Tablets, Charging Tables and Kindles (£10,234)
- Investment in the KS1 Playground (£25,250)
- Coach for Christmas pantomime theatre trip (£1030)
- Coach for Year 6 Swanage Residential Trip (£793)
- Refresh of reading books across the KS2 age group (£1635)
- £100 for each class to spend on items to enhance their learning and also Christmas Craft Materials (£685)
- Year 6 Leavers Books – part funding (£135)
- Christmas crafts and Christmas tree (£466)
- Netball markings refresh (£600)

FOPPS operational costs during the year were £545, which included our web hosting costs, annual PTA membership fee, purchase of a new large marquee and other fundraising event equipment and associated costs (not specific to any event or year).

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, as well as the huge support offered by Mrs Cox and Mrs Heneghan in the school office.
  - Sheena and Neil Faloon and the huge team of volunteers who ran the Fireworks Fiesta 2018.
  - Vicky Charlesworth and the 10k team.
  - Lynne Antonio for securing grant funding a huge range of grant donors, as well as running cake sales, the bottle tombola at the Fete.
  - Andi Borak for her able assistance at the Bottle Tombola and with cake sales.
  - Emma Carney for coordinating the Christmas crafts.
  - Sarah Halabi for running the second-hand uniform sales.
  - Alan Lomer for his website and design skills.
  - Lorna Parker for securing grant funding from the Co-op.
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- 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!
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## BANK BALANCE & AVAILABLE FUNDS

The funds balance at 31 August 2019 is £17,233.56.

Funding from the 10k 2019 will soon be added to the bank balance.

Regular expenditure to be voted on for 2019/2020 is as below:

<b>Month</b>	<b>Item</b>	<b>Funds Committed</b>
n/a	£2k Contingency	£2,000
TBD	ICT equipment (major project fund)	£5,000
TBD	Climbing frames (major project fund)	£10,000
June 2020	Yr 6 Leavers books (2019/2020)	£150
Oct 2019	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
<b>TOTAL</b>		<b>£20,400</b>

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

25 September 2019