



Manby Lodge Infant School
Friends of Manby Lodge Registered Charity No. 1099272

ANNUAL GENERAL MEETING MINUTES
Friday 3rd October, 2025

Attending:

Miss Morris, Jacqueline Brand, Prit Patel, Lara Forbes, Amy O'Brien, Trilby Fox-Rumley, Kirsty Urquhart, Gentiana Hasa, Viktoriya Nikolova, Michelle Gibson, Marie Rowland-Kidman, Amy Bishop, Lucy McGibbon, Dharmesh Joshi, Kavita Joshi, Clare Maddison, Denise Booth, Becky Star, Loui Lawson, Denise Laffin, Emily Bishop, Abi Croswell, G Yaikhom, Nadia Patel, Kimberly Mullany, Queeneth Udeh, Omonike Ogunyanmodi.

Ordinary Business

Jacqui welcomed all attendees and gave an overview of FOML including aims and purpose of the charity. She introduced Prit and Lara and explained there could be new roles appointed if anyone was interested in getting more involved. Jacqui recapped last year's agenda and actions and gave an update on what the money raised had helped fund including the stage in the hall and air conditioning for the Year 2 classrooms. She also ran through events planned for the next year to raise funds for FOML.

Jacqui emphasised the importance of match funding to FOML and explained how much it is relied upon to increase money raised for the school.

Miss Morris introduced the headteachers for the day, Mr Granville-Walker currently in Year 2 and Mr Gibson in Year 1. Miss Morris welcomed them to the meeting and they presented Jacqui, Prit and Lara with presents to thank them for the work done for FOML.

Jacqui then gave more details of the events FOML run throughout the year and said the next event would be the bake sale hosted by Year 2 just before October half term. She then explained that we would have Mother's Day and Father's Day shops and she welcomed any ideas anyone had for these events.

Miss Morris gave details of spending over the last year including the renovation of Mini Manby Lodge. She said it was being used every day by Rocksteady, instrument lessons and also occasionally for pop up shops. She also explained that the front gates had been installed with help from FOML.

Current Balance

Prit gave details of the 2024-2025 accounts, including money spent and raised.

He outlined the most profitable events for 2024-2025:

	2024-2025 (net)	2023-2024 (net)	2022-2023 (net)	2021-2022 (net)
Christmas Fair	£8,962.84	£6, <u>535</u>	£6,186	£5,486

Summer Fair	£10,164.62	£2,599	£4,427	£3,291
Summer Ball	£1,216.00	£4,001	£11,627	£12,033
Sponsored Event	£4,112.26	£4,583	£2,897	£1,589
Quiz Night	£1,090.16	£2,245	£1,661	£1,461
Ad Hoc Donations	£609.81	£1,215	£246	£865

Prit explained that FOML had managed to raise a gross income of about £47,500 in the last year compared to £48,500 the previous year. He said expenses were around £28,000 which was about the same as the previous year.

He again emphasized the importance of match funding and explained that through match funding FOML had generated an extra £10k.

Prit explained that there had been a big fall in money generated from the summer ball and said the ball is an expensive event to put on so we needed to ensure we generate enough from it. He was keen for everyone in the room to start thinking about how we could generate more revenue from this event.

The final point made by Prit was that income exceeded expenditure by £12k and FOML had met all their financial commitments for the last year.

A question was asked about what was needed for match funding and Jacqui said she would make sure the information was shared by email and in the Headteacher's newsletter.

Miss Morris gave more details about the focus for the coming year would be in terms of spending. This included:

- Air con for the main hall – lots of performances happen in the hall and it can get very warm in summer so this was a priority for 2026
- Reception outdoor areas need revamping – Miss Morris explained that the aim was to have this finished by the end of next summer

Miss Morris explained that she had been working with Cala Homes who had renovated the Wraparound Rainbows kitchen. She said that she would be keen to use them for the renovation of the Reception area as Manby Lodge were starting to build a relationship with them.

Jacqui gave details of the uniform shed project and explained that FOML need help from anyone who could do some DIY. She offered those attending the AGM the opportunity to come and have a look and take some photos to see what needed to be done. Prit then explained that we had access to some external funding if FOML could get the work done on the container by 1st Dec. Governor Nick Mehta and Paul Brand had done a review of what needed to be done and thought it would take two weekends.

Appointments

Jacqui explained that she was stepping down as Chair so she would need to nominate someone new to take the role. She introduced Lucy McGibbon and nominated her to be Chair. Lara seconded this.

Lucy introduced herself detailing the parts of her background and skillset that she felt would be

valuable to the role at FOML. She said she was keen to find out the individual skillsets of anyone keen to help with FOML so she could make the most of these skills and ensure people were given roles they would enjoy doing. She invited anyone keen to get involved to come and introduce themselves to her at the AGM or playground.

Lucy said she was keen to get comms out and find a social media champion. The first priorities that she will be focusing her energy on are refurbishing the uniform container and organising the Christmas Fair.

Jacqui confirmed that Prit would carry on in his role as Treasurer, Lara would continue as Secretary and Jacqui would become pre loved champion.

Jacqui thanked everyone for coming.

No further business.

