

Friends of High Firs Primary School Association

Supporting Our Children's Education
Registered Charity No. 1137633

President: Mr A Kilbride
Chairman: Linda Clark
Deputy Chair: Laura Maulden
Helena Baxter
Secretary: Rachel Lee
Treasurer: Armando Moreira
Safety Officer: Celina Mesquita
Other trustees: Jo Roper
Sam Officer
Amy Harrison



Court Crescent
Swanley
Kent
BR8 8NR

Minutes – Friends of High Firs AGM

Monday 29th September 2025, 7.30pm – 8.30pm

Venue – Virtual, Teams

Item	Subject
1.	Welcome – the meeting commenced at 7.30pm
2.	<p>Apologies Carol R, Jodie S</p> <p>Attendees Andrew K, Rachel L, Sam O, Sam T, Linda C, Katie D, Amy H, Helena B, Celina M, Armando M, Jo R, Sarah S, Nikki H, Cat E, Kodanda R K, Thomas A, Zarmina J, Ashma B, Carolyn D</p>
3.	<p>Annual review and statement of accounts Closing balance August 2025 was £7602. 07 Accounts have been sent for review – an EGM will need to held once accounts have been verified and audited.</p> <p>Possibility that Cat can take over auditing accounts – to find out what qualifications are needed to fulfil role</p>
4.	<p>Annual review of events Multiple ice cream/sweet sales after school Sponsored bounce Panto at the Orchard West Christmas Bazaar Secrets + Father Christmas visit Christmas cards Ice skating Pyjama day Break the rules Silent Disco Summer Fun Day Bingo night 2nd hand uniform sales Christmas Jumper sale</p>

	<p>Made an aim to raise £5000 towards electronics – currently at £3235. This includes the £345.50 raised from the recent Bingo night.</p>
5.	<p>Election of Executive Committee Members and Trustees Thank you to everyone who served as committee members Particular thanks to Sam O for all she has done in her role as Chair, Sam T for her help in role as Deputy Chair and Theresa K for all her help as Treasurer.</p> <p>Following nominations the following have been nominated as Executive Committee Members in 2025 – 2026:</p> <p>Chair – Linda C Deputy Chair – Laura M and Helena B Secretary – Rachel L Treasurer – Armando M Health & Safety Officer – Celina M Other Trustees – Jo R, Amy H, Sam O</p>
6.	<p>Appointment of class representatives for the school year Thank you once again to all our class and staff volunteers.</p> <p>Staff Rep – Miss C Rennie Year R – Lauren G Year 1 – Cat E, Celina M Year 2 – Nikki H, Sarah J, Helena B, Laura M Year 3 – Rachel L, Clare S, Theresa K Year 4 – Sarah S, Jodie S Year 5 – Georgie B Year 6 – Kerry C, Jo R</p> <p>More class reps are always welcome so please do let us know! We especially need more for Reception and Year 5</p>
7.	<p>The honorary title of President of the association Mr. Kilbride happy to continue in this role</p>
8.	<p>Any other business Sponsored bounce – Wednesday 29th October. Online form to request for helpers, but paper copy for sponsorship form for all the children to bring home Ice Skating – Sam O is in communication with Bluewater regarding booking this Break the rules – Friday October 17th. 50p per rule, no restriction on number of rules they can break</p>
9.	<p>The date of the next meeting Monday 13th October 7.30pm, in school EGM 3rd November</p>