

FOSMA ANNUAL GENERAL MEETING

SCHOOL LIBRARY 17TH SEPTEMBER 2015

1. ATTENDEES AND APOLOGIES

Present: Loraine Watson, Polly Jethwa, Louise Mangat, Susan Skelly, Victoria Horrocks, Joanne Marshall, Belinda Clarke, Gillian Chaplin, Joanne Hall, Amanda Hall, Annika Bjorklund, Alison Burden, Mariana Covey, Robyn Weber, Jenny Hassan, Louise Erratt, Jo Leatham, Marsha Macrae, Sameena Dad-Shah, Marcus Culverwell.

Absent: Jo Heberden, Carolyn Casale, Liz Laird, Ann Batchelor.

2. WELCOME

Polly Jethwa welcomed existing and new committee members to the FOSMA AGM. She explained the role of FOSMA in organising events to enhance the school and social life of pupils, parents and teachers at RSM. Once again this has been done with a variety of different events throughout the school year.

3. MINUTES OF PREVIOUS AGM – 10/9/2014

- 3.1 Previous minutes were discussed.
- 3.2 Loraine commented that last year the committee had co-chairs whereas this year we will be returning to the chair/vice chair format.
- 3.3 Andrew Macrae has agreed to continue as Independent Examiner of the accounts.

3.4 The minutes of last years AGM were approved by those present.

4. CHAIRPERSON'S REPORT - 2014/15 POLLY JETHWA

Polly thanked the team for another wonderful year of events.

Special thanks went to:

Iona S and Sameena D-S for the fantastic fireworks night.

Marsha M for organising the outside stalls at both fairs.

The Christmas fair team, especially Jo L for the festive racing pigs.

Liz Laird and Ann Batchelor for taking over the running of the nearly new uniform. It has now been sorted through and we have a stock of good quality, regulation uniform.

Louise Mangat for the co-ordination of the cake sales.

Amanda Springett and her team for the very successful new Cinema afternoon.

Gillian Chaplin for all her help organising the summer fair which was once again a big success.

Jo Leatham for the wonderful Summer Ivy Ball.

Mary K, Susan S and their teams for the ever popular end of year children's discos.

Mandy K-F and her team for the catering.

The target for 2014/15 has been to raise £10,000 and this has been exceeded. The money has been spent on numerous items around the school, such as sports equipment, library carousels and the very popular chick cam. There is also the long term project of an outdoor learning eco shelter which FOSMA are investing heavily in.

Polly once again thanked the dedicated, hard working parents who give up their time to ensure each event runs smoothly and successfully.

5. TREASURERS REPORT – 2014/15

Susan Skelly ran through the accounts (see attached)

Overall FOSMA raised £11,608.18

With a total net of £9685.38

This brings the total funds of FOSMA up to £46,266.08

£30,000 has been put aside for the eco shelter and £2000 has been put aside to cover school activities such as poets visits etc.

Lorraine thanked Susan S for her work.

6. APPOINTMENT OF AN INDEPENDENT EXAMINER OF ACCOUNTS FOR THE YEAR ENDING 31ST JULY 2016.

Andrew Macrae has very kindly agreed to be the independent examiner of our accounts once again this year.

7. ELECTION OF OFFICERS AND TRUSTEES OF THE COMMITTEE FOR 2015/16

7.1 Chair

Lorraine Watson proposed Vicky Horrocks for Chair, this was seconded by Louise Erratt. Those present approved Victoria Horrocks to be Chair for the forthcoming year.

7.2 Vice-Chair

Marsha Macrae proposed Robyn Weber as Vice-Chair, Louise Mangat seconded this. Those present approved Robyn Weber in as Vice-Chair for the forthcoming year.

7.3 Secretary

Vicky Horrocks proposed Jo Marshall as secretary, Robyn Weber seconded this. Those present

approved Jo Marshall in as secretary for the forthcoming year.

7.4 Treasurer

Lorraine Watson proposed Susan Skelly as Treasurer, Marsha Macrae seconded the proposal. Those present approved Susan Skelly as Treasurer for the forthcoming year.

8. ANY OTHER BUSINESS

8.1 Donations to other Charities

Something that has been done in the past but in fact it is not actually included in our constitution. This actually states that our objectives are to advance the education of pupils in the School in particular by:

- Developing effective relationships between the staff, parents and others associated with the school, and
- Engaging in activities or providing facilities or equipment which support the School and advance the education of the pupils.

There is no mention of donating to other charities and as such it can only be done if 3 criteria are met. (Lorraine W has been in touch with PTA-UK who are a body set up to advise PTA groups across the country on a broad range of subjects)

These criteria are;

- This is adequately explained to supporters in advance.
- The level of funding donated is not excessive.
- It is being used as a means of encouraging children to act charitably and volunteer to support charitable activities.

Essentially this leaves FOSMA 3 options:

- a) To make no donations to other charities
- b) To hold specific events to raise money for other specified charities, as long as the PTA-UK points above are satisfied
- c) To amend the constitution of FOSMA

This was discussed and the meeting felt that option b) was preferable.

8.2 Outstanding Actions from last meeting (17/6/15)

100 Club Reworking - Susan S, Louise M, Jo H.
Susan hasn't been able to find the original paperwork, subcommittee meeting to be arranged.
Suggestion to re launch at Christmas fair.

Notice board outside old music room with FOSMA information on, second board to be put up by Kindergarten – suggestion to put it actually in the walkway before entering the playground as new parents (of children in greenshoots and kindergarten) wait there to collect their children.
The TV monitors in Beech House could be used to advertise FOSMA events also.

FOSMA logo, similar to school emblem but in purple.
We were trying to get an 'official' one but proved too expensive – Loraine has cut and paste a very adequate one for us to use.

Cake Sale float is now kept in the nearly new uniform cupboard; the office holds the key.

Gift Aid – non starter, can only claim for donations where the donor gets no benefit.

Eco Shelter – Louise Erratt told the meeting that the latest quote was about £50,000. Therefore, FOSMA have decided to cap their donation at £30,00 and the Bursar at RGS seems happy with that. Louise E has a meeting with the Reigate and Banstead Planning dept. during half term and hopes to raise the possibility then. Once (and assuming) all the various requirements have been met the school can put together an information board for parents and hopefully start work – looking at summer 2016 now.

Louise E did point out that this money has been raised by people who are now no longer part of FOSMA and this money is for FOSMA to spend, if the new committee feel they want to tweak, alter or indeed completely change the use of this money it is their decision. However, it is important to remember that parents attending events arranged by FOSMA over the past two years have done so in the knowledge that they were raising money for this shelter.

Polly J, Loraine W, Louise E and Mr Culverwell all commented on the vision of the eco shelter as a classroom and learning resource primarily for use by the children, with a solar panel, a wind turbine, a quiet garden, vegetable growing. Providing a quiet area for children who don't want to run around at play time to sit and read.

It was also mentioned that the children themselves have been quite heavily involved in the concept, through their eco committee meetings.

£2000 per year donated towards curriculum learning. LE confirmed that these items will be billed as they occur.

Event Planning for next year:

Nearly New Sale Oct. 9th

Fireworks No 6th, booked, deposit paid, Sameena Dad-Shah has a team keen to take this over.

Christmas Fair Nov. 28th

Cinema event Jan 30th

Cake sales last Friday of each month (roughly) first one set for Oct. 2nd – LM to inform office.

Northbrook wrapping paper _ Marsha M will send the brochures (old style with samples on) out after half term.

Marsha also suggested looking at venue and discussing Ball sooner rather than later. For discussion at next meeting.

9. DATE OF NEXT MEETING

Provisionally 1/10/15 – to be confirmed.