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## CASSIOBURY SCHOOLS' ASSOCIATION ANNUAL GENERAL MEETING

5th October 2016

Cassiobury Infant School, Belmont Wood Avenue, Watford

7.30pm - 8.10pm

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### ATTENDANCE

Committee Members: Mel Mack, Rebecca Godecharle, Rakhi Khetani, Bec Perfect, Jamie Parkins, Anita Muir

Non Committee Members: Claire Smith, Sarah White, Ian Hayter, Shaun Maistry, Natalie Booth, Jenita Gami, Dawn Woodley, Elly Rose, Carolyne Young, James Eagan, Alison Page

School Staff: Emma Edwards, Jenny Sherry, Debbie Sharp

Absences: None

### PREVIOUS AGM MINUTES

Proposed as accurate by Rebecca Godecharle

Seconded - Mel Mack

### CHAIRS' REPORT

Both Chairs expressed thanks to everyone involved in any of the events organised by the CSA over the last year. From the larger events such as the Christmas and Summer Fairs to the running of the various school discos throughout the year and the CSA quiz nights, these events would not have been possible without the hard work and effort put in by all the CSA supporters.

In particular, an extended thanks to the newly elected committee members from last year who took to their roles quickly and efficiently and delivered great results for last year by working as an excellent team.

The main events continued to perform well last year. The Christmas fair raised £2.8k and the CassioFest Summer Fair responded well to some tweaks to the usual format and raised £4.3k.

In addition the Quiz Night and Discos also performed well as did the M25 Sponsored Cycle & Readathon.

It has been rewarding for all members of the CSA to see the funds raised put to good use. In the past year we have been able to provide an interactive whiteboard for Yr 2 pupils (Infants), cursive handwriting books (Juniors), iPads to assist music lessons (Juniors) and some sports equipment (Juniors).

### TREASURERS' REPORT

A copy is available to everyone and is on the Charities website.

During the year ended 31 July 2016 a total of £29,797 was received from events, donations and from the sale of school uniform which was similar to last year's £29,847.

Profit from fund raising events, which is the amount the Association is free to spend on projects enhancing Cassiobury schools pupils' education following approval by the Committee, totaled £15,570.

Income from uniform sales totalled £5,739 during the year which contributed to the Association's funds. This figure included some of previous commission too due to the change in the MaPac system. We continue to use Mapac as our uniform supplier and we now receive an annual commission payment based on sales. We no longer sell any items directly. This was transferred to the school during the year.

The principal fund-raising events like the Summer and Christmas Fairs continued to be popular and raised £4,373 and £2,847 respectively. The Summer Fair figures are similar to previous year, however the Christmas Fair figure is lower than the previous year. Such events are an important source of income for the association and bring together the school community.

This year we again benefited from parents working together on events such as the Quiz night, Children's Disco, Whipsnade dads and Readathon. Collectively, contributing £2,810.

Parent donations of £6,727 were received in the year, this was £1,384 less than the previous year. There was a delay in claiming gift aid on qualifying donations this year which means there will be two lots of Gift aid in next year's accounts.

Accounts verification by Roger Pratcher.

Proposed: Rebecca Godecharle

Seconded: Mel Mack

## HEADTEACHERS REPORT (INFANT SCHOOL) - Mrs Edwards

Last year saw a change in leadership in the CSA. The new Co-Chairs and committee stepped 'up to the plate' and engaged the school community effectively.

My thanks go to all the committee members for their hard work, dedication and enthusiasm. Our schools are very fortunate to have such a committed group of parents who work tirelessly to ensure our children get the very best enrichment resources possible.

The contributions we have received from the CSA have enable Year 2 classes to benefit from high quality interactive TVs which can be used all year round.

There have been many highlights over the past year, but my first quiz night was pretty special.

The CSA is a real strength of our schools and I hope that it will continue to flourish as school budgets become increasingly tight.

## HEADTEACHERS REPORT (JUNIOR SCHOOL) - Miss Sherry

Thank you for the events that have been organised over the past year such as the Summer Fair and the Christmas Fair.

Huge thanks to the CSA for the donation towards the cost of iPads. This project is for the teaching of music, we are adding our own funds to it so that we order 32 in total. This will allow us to maximise the possibilities for iPads in our learning.

This year we are aiming to 'zhush' things up a bit by making the environment fun and child friendly. This will include book corners, beanbags, rugs and cushions for child friendly areas.

We are also looking for resources to develop our pastoral support room.

## ELECTION OF OFFICERS & OTHER KEY ROLES

### Chair

Elected: Mel Mack & Rebecca Godecharle

(Nominated by Dawn Woodley / Seconded by Claire Smith)

Vote: Unanimous For (16), Against (0)

### Vice Chair

Position removed due to 2 Co-Chairs therefore no longer required.

No volunteers came forward. No objections raised.

### Secretary

No volunteers came forward. No objections raised to rotate secretarial duties amongst committee members.

### Treasurer

Elected: Rakhi Khetani

(Proposed by Mel Mack / Seconded by Bec Perfect)

Vote: Unanimous For (16), Against (0)

### Digital Officer

Elected: Jamie Parkins

(Proposed by Mel Mack / Seconded by Anita Muir)

Vote: Unanimous For (16), Against (0)

Shaun Maistry to shadow Jamie for the next 12 months as part of succession plan.

### Other committee members to join officers:

Elly Rose, Carlyne Young, Shaun Maistry, Ian Hayter & Debbie Sharp.

### Co-opted Members:

None. Removal of category.

### Paypal Accounts Manager:

Role now defunct as responsibility folds into Treasurers' remit.

## APPOINTMENT OF INDEPENDENT EXAMINER

Roger Pratcher.

(Nominated by Rakhi Khetani / Seconded by Bec Perfect)

Vote: Unanimous For (16), Against (0)

### AOB

CSA Website improvements are ongoing as migration to a new host takes place.

Jamie Parkins to follow up with Headteachers to progress. Shaun Maistry to support / shadow.

### CSA AGM 2017

Date set for Thursday 5th October 2017, 7.30pm, Cassiobury Infant School

Meeting Close: 8.10pm