**Minutes of the AFS AGM**

**Held on: Wednesday 15th November 2023 @ 6:30pm**

**Venue: Room 2 King Edward VI Camp Hill School for Boys**

**Those in attendance from the AFS Committee were:**

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| Russell Bowen - Honorary President |
| Garima Singh – Vice Chair/ Volunteer Co-Ordinator |
| Asma Osman- Secretary |
| Louise Bates – Pre-loved Uniform co-ordinator  Safeena Rahman – Treasury |

**Other attendees were:**

Kamran Osman

Jamila Khatoon

Hassan Khan

Jason Moey

1. Welcome / Introductions:

In Jitesh Samani’s absence, Louise Bates stood in as Chair for this meeting. Louise presented the Chair’s statement as follows:

Welcome to meeting 2 of this year. For those celebrating, a very happy Diwali. My apologies I could not attend today due to a business conference in London. I would like to offer my thanks to Louise for her support and taking the chair today.

Our agreed Financial commitments to the school this year focus mainly on supporting the Duke of Edinburgh awards:

- MSR Pocket Rocket Stoves & Mess tins -- £180

- Silva Expedition 4 & Classic compasses -- £294

- 12 x 3 person tents -- £2388

- Chronicle -- circa £5000

- Sports refreshments -- circa £1000

Our bank currently has sufficient funds to cover our commitments for this year and will fall short next year unless we have some serious fund raising in place.

For the first 3 commitments around DoE, it would be great if we can get sponsors from the parents or even external businesses. Mr. Bowen's team has produced some nice posters for us to circulate.

Volunteer numbers have grown quite significantly this year and I will let Garima present the numbers. Regular volunteers are being DBS cleared.

Thanks to all the parent volunteers and school team for their continued support.

2. Apologies

Jitesh Samani, Jeanette Crutchley, Martin Crutchley, Mandy, Renata, Benjamin, Leyla, Sahana, Ruby, Tina

3. Review of Previous Minutes

It was confirmed no issues with previous minutes.

4. Headmaster’s Report

Details emerged of work going to be undertaken by contractor in February 2024 for new pitch, toilets, changing rooms etc. Work expected to be completed for September 2024.

An English teacher Mr Wilkins has now left Camp Hill. He has now gone to Aston University.

Year 11 mock exams will be happening soon.

Mr Brear provided print outs of donation posters for camping equipment Duke of Edinburgh (DOE). These posters were returned to Mr Bowen so that they could be laminated.

After the recent Chamber Concert, the AFS emphasised that it should be mentioned at the bottom of the email that refreshments can be purchased at the event. Mr Bowen mentioned that the refreshment tables should be setup outside of the canteen area so that they are visible.

It was mentioned that a survey was done for the installation of PV Panels. The PV Panels could save the school money on electricity bills.

**5. Chairpersons’ Report**

Chronicle was discussed. To amend the donations online (ParentPay) from £1 to £5. Currently defaulted to £1. Safeena to email Jeanette to make the change.

Yr7 Rubik Cubes have been brought and provided to the school.

Around £5,000 will be used to pay for the Chronicle’s.

6. Treasurer’s Report

Safeena provided a detailed report of the accounts to everyone.

1. **Bank Balance**

|  |  |
| --- | --- |
| **Date** | **Balance** |
| 31 August 2023 | £9,824.45 |
| 12 November 2023 | £10,775.56 |
| **Increase** | **£951.11** |

1. **Income/Expenses from events since September**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Event** | **Income** | **Expenses** | **Profit/loss** |
| 20 September 2023 | Pre-loved Uniform sale | £161.38 | - | £161.38 |
| 21 September 2023 | Open Evening | £138.01 | £219.46 | -£81.45 |
| 12 October 2023 | Year 7 Parents Social | £165.13 | £48.02 | £117.11 |
| 7 November 2023 | Chamber Concert | £35.28 | £228.36 | -£193.08 |
| **Total** | | **£499.80** | **£495.84** | **£3.96** |

1. **Other income since 1 September**

|  |  |
| --- | --- |
| **Income** | **Amount** |
| Grant from Capgemini – 25 September | £500 |
| Donation of change from Liz Dainty | £140.50 |
| Standing Orders | £395 |
| Commission | - |
| **Total** | **£1,035.50** |

1. **Other expenses since 20 September**

|  |  |
| --- | --- |
| **Expense** | **Amount** |
| Donation to Rubik’s Cube club for 6 Rubik’s cubes | £33.95 |
| Samosas for Rugby club | £28 |
| AFS Insurance | £184.40 |
| Lanyards | £28 |
| **Total** | **£274.35** |

7. Volunteers Update

Garima was very happy with the volunteer interest. 105 volunteers on the list, 13 DBS checked.

**8. Pre-Loved Uniforms Update**

Louise was satisfied with the pre-loved uniform sale. Less P.E kits are received as they are still fairly new. Mr. Bowen suggested that AFS could have a table set up for the sale of Pre-Loved Uniform, next year on GCSE results day.

**9. Upcoming Events**

Jeanette submitted a detailed schedule for the Christmas Carol Service.

Christmas Carol Service – 20th December 2023 @ 6.30pm

AFS Quiz Night – 2nd February 2024 @ 6.30pm

**10. AOB**

Senior Production to take place on 27th and 28th November in the Girls School.

The Basketball Hoop was damaged and must be replaced. Jamila kindly offered to liaise with 2 other parents to make contributions towards the replacement of the Basketball Hoop. The donations will go via AFS. AFS will then purchase the Basketball Hoop for the school.

Discussions took place to do more events to raise money. Tea and coffee to be complimentary but other stock to be sold. This way AFS can generate more revenue.

It was discussed that a Hamper-Raffle ticket sale will take place at Easter.

As we were discussing about the DOE equipment’s, Jamila offered to pay for the MSR Pocket Rocket Stoves.

Date of next meeting

Date of the next AFS meeting along with the Pre- Loved Uniform sale has been preliminary set for Wednesday 24th January 2024 at 6.30pm.