

Friends of TCSCED

**ANNUAL GENERAL MEETING**

Thursday 25.01.18

Albrighton Centre

Present: Audrey Ball (Chair) Lizzie Peters (Chair) Bella Wimalasena  
(Treasurer) Lisa Godfrey (Publicity Officer) Beth Follini (Publicity Officer)  
Charlotte Newell Cath Ollerton Rachael Holmes Polly Raymond Elaine  
Standish Kate Duchene Hilary Payne

Apologies: Tim Moffat Louise Lear Alex Adie Ruth Taylor Adele Clarke

**Message from Chairs** (AB & LP)

Welcome to the 2<sup>nd</sup> AGM of FOTCSED, which was created from scratch approximately one year ago. Its aims were threefold:

1. To create FOTCSED as a fund-raising entity in its own right.
2. To run a manageable number of events per year (6).
3. To aid building of the school community.

FOTCSED considers that we've achieved our aims. We have a 16-strong committee with an average of 12 people attending per meeting. We have a staff link (Mr. Fogarty) and a Governor link (Celia Johnson – Parent Governor). The Constitution is in place. We have built a functional and effective relationship with the school, and are in regular communication with the parents via the newsletter and social media. We have a fund-raising Committee and sustainability is an important part of our approach. For example we responded to a request for financial aid for library books by providing half of the money needed and organising a collection of 2<sup>nd</sup> hand books through donations, scouring charity shops, etc. This in fact furnished the library with more books than had originally been asked for. Louise Lear has been very active in engaging local businesses to donate prizes for raffles, etc. Involvement in the wider community is an important part of our ethos and it also provides huge scope for donations which is useful.

Events have included our launch event at Dog Kennel Hill Adventure Playground, Winter and Summer Camps at the Scout Camp in Dulwich, 2 Quiz and Curry Nights, Southwark Walk to the Sea, a Welcome Picnic for the new Year 7s in August 2017, a Bake Sale, and a supportive and fund-raising presence at the Winter and Summer Musical Revues. These events have been successful in terms of turn-out, funds raised, creating a happy and inclusive atmosphere, and building the ethos of the Friends. Initiatives have included a Book Scheme for the Library (books can be purchased from Rye Books and donated to the school Library with an optional template from the donor), a musical instrument collection, and a Uniform Exchange. In addition, excellent relationships have been built with local businesses and funders.

### **Accounts Highlights** (BW)

There are limitations on projects we can fund-raise for. Projects need to be based around extra-curricular activities. Fund-raising began in April 2017 so has been up and running for less than a year. Initial challenges included setting up forms of payment such as Paypal, but those have been overcome and now work well. Other problems were site restrictions; our current school site being too small to host Quiz Nights; lack of alcohol license (cost prohibitive); lack of opportunity to meet parents face to face. These problems were overcome by using Charter North as a venue (Quiz Nights) and by providing a Friends' presence wherever possible (selling Raffle tickets at Parents' Evenings, supporting the school by providing refreshments and sundry stalls at the Winter Revue)

### **Fund-raising activity**

Fund-raising activity has been extremely successful, with the Quiz nights being most successful in terms of profit, followed by the Festivals. The raffle, tombola, refreshments and jolly jars were notably the most profitable. Other fund-raising events have been successful not in terms of revenue, but in creating a supportive and inclusive school community (Summer and Winter Camps, Walk to the Sea), and in building a good relationship with the school (supporting the Winter Revue).

Easy fund-raising has raised £235 and has 38 supporters. It's an excellent and easy way to raise money as there is no outlay in terms of money or effort and

there is a 100% return. If all parents were to use it for a weekly Sainsbury shop we would raise £1000 for our school per year.

Funding requests have been thin on the ground initially. Teachers should be encouraged to make more bids individually, or look at bigger items. Each fundraising activity is considered on its own merits and discussed at meetings before funding is granted.

Beth provided information about the school fundraising group separate to the FoTCSED, which includes some professional fundraisers who meet every term to discuss projects and put in bids. So far it has raised £15K which has funded several schemes including planting a mini orchard on the current site and providing table tennis equipment. Both are transferable to the new site. The Fundraising Committee is involved in securing money for projects but not for the management of them as this would involve compliance issues which fall outside its remit. The Fundraising Committee will always welcome more people with fundraising expertise and experience of corporate social responsibility. Kate Duchene asked about lockers for the new site; however, it was noted that this is not a fundraising issue, rather a school decision.

### **Process of Election of Members**

All members of the 16-strong committee from last year will stand down and stand for re-election if desired. As per the Constitution there are 5 office bearers and an uncapped number of ordinary members. Nominations need to be seconded and voted in. Lizzie proposed a new role of Sponsorship Officer. This was voted in.

### **Nominations and Elections 2018 – 2019**

Audrey Ball stepped down as co-Chair due to other commitments. Lisa Godfrey thanked her for her hard work and dedication in establishing FoTCSED.

The following nominations were voted in:

<b>NAME</b>	<b>OFFICE</b>	<b>SECONDED</b>
Lizzie Peters	Co-Chair	Bella Wimasalena
Beth Follini	Co-Chair	Charlotte Newell

Bella Wimasalena	Treasurer	Audrey Ball
Louise Lear	Co-Secretary	Lisa Goddard
Cath Ollerton	Co-Secretary	Lizzie Peters
Lisa Godfrey	Co-Publicity Officer	Audrey Ball
Rachael Holmes	Co-Publicity Officer	Bella Wimasalena
Adele Clarke	Co-Publicity Officer	Lizzie Peters
To be filled	Sponsorship Officer	

Beth Follini indicated that, as she has taken on the new significant role of Co-Chair, she would be happy to relinquish the social media responsibilities attached to Publicity Officer. She is, however, willing to carry on with this until a new person is found.

Someone is needed to take charge of the Friends' page on the school website. Rachael Holmes offered to take responsibility for writing the text needed for this. Minutes should also go on the page. Some discussion but no decision as to how often it should be updated. Charlotte Newell expressed interest in the new Sponsorship role but is currently unable to take it on due to other commitments. The post is still open and will be advertised in the next newsletter.

Ordinary members are part of the Committee but do not hold posts. Meetings are half-termly and attendance is not mandatory but preferred. Members have to be voted in, and are vital for providing ideas and contributing to events and campaigns. Members voted in tonight are: Polly Raymond, Elaine Standish, Kate Duchene and Hilary Payne.

### **Addendum to the meeting notes**

Existing ordinary members who are still on the committee are:

Audrey Ball

Charlotte Naik

Elaine Standish

Kate Duchene

Hilary Payne

Polly Raymond

Alex Adie

Sophie Huda

Tim Moffat

Maria Oakley

Kaimen Stone

### **Additional Volunteers**

In addition to ordinary members, it is good to cultivate a wider community of volunteers to provide support at individual events.

Actions – Lizzie to contact ordinary members not present at this evening's meeting will be contacted to confirm their continued association with FOTCSED.

### **Forthcoming Events**

Actions - Lizzie Peters to check dates for the Summer Camp. Need to ensure that it's not too close to exam dates.

Discussion re Spring/Easter Fayre and possible venue. Dog Kennel Hill Adventure Playground suggested.

Action – Lizzie to contact Patrick at DKHAP to discuss

Possible bake sale in April - discussion as to whether or not it's viable for the students to run it, maybe at break time.

### **Thanks and Next Meeting**

Audrey and Lizzie thanked members for attending the meeting. A doodle poll will be organised to set the date of the next meeting, which will be in the

second or third week back after half-term, ie, Weeks beginning 26th Feb or 5th March. The venue is likely to be the Victoria on Bellenden Road in Peckham.