

# Thamesmead School

## Friends of Thamesmead Parent Teacher Association

Registered Charity No. 282494

### ANNUAL GENERAL MEETING MINUTES 21 NOVEMBER 2023

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**Meeting:** Thamesmead FOT Annual General Meeting

**Date:** 21 November 2023

**Location:** Board Room, Thamesmead school

**Attendees:** Tori Biutanaseva - Chairperson  
Garry Court - Treasurer  
Fiona Fletcher - Secretary  
Mandy Irwin – Communications Manager  
Phil Reeves - Headmaster  
Bill Kerr – Chair of Governors  
Nikki Jenkins – School Governor  
Nahbila Sher – Business manager  
Hanna Yefymenko – parent  
Anoltii Yefymenko - parent

**Apologies:** Caroline Foxhall  
Irina Court

**Owner:** Garry Court

**Recorded by:** Fiona Fletcher

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**Topic**                      **Discussion**

**Matters arising from previous minutes:**

Amendments to the constitution

It was agreed unanimously that we should amend the constitution to allow those who are no longer parents to fulfil the role of treasurer.

To remove wording

*“with the exception that they may not hold office of Treasurer”*

*“who shall be a parent”*

The role of the president in the constitution is currently vacant. FF to check with CC whether there are any conflicts of interest in having the headteacher automatically fulfil this position. If permissible, FF to

coordinate with Mandy Irwin (MI) on new wording for constitution to reflect that this will be a figurehead role. The President will only be required in case of a dispute within the Association. If inappropriate for the headteacher to take on the role, FF to check whether the Chair of Governors could automatically fulfil this position instead.

The constitution currently requires a minimum of 5 members to manage and control the Association. It was unanimously agreed that this should be changed to a minimum of 3.

The amendments will be reflected in a resolution. As per instructions from the Charity Commission (CC) this must be signed and dated by one of the trustees. Fiona Fletcher (FF) to inform CC of the change and upload the new constitution once amendment acknowledged by the CC.

#### **Approval of minutes of AGM held on 7 February 2023:**

Proposed by Mr Reeves, seconded by Bill Kerr.

#### **Chair's Report 2022/23:**

Tori Biutanaseva (TB) is stepping down this year – she is training to be a vicar and is no longer able to fulfil this role. TB is keen to help out at future events whenever possible. TB thanked everyone for their efforts.

#### **Treasurer's Report 2022/23:**

See also Treasurer slides

£10,000 was donated to the Music department to purchase Macs

The school will continue to publicise the Easy Fundraising app through the newsletter / Facebook and parent events

#### Shepperton Fair

The fair did not generate much profit this year which was disappointing given the effort made by lots of volunteers. Phil Reeves (PR) to discuss the issue with Dick Gregory (Chair of Shepperton fair). Possible solutions include waiving the stall fee (particularly as Thamesmead students are the largest group of volunteers) or alternatively allowing us to provide hot food at the event.

Nahbila Sher (NS) suggested making curries to sell

### What does the school need going forward?

There have been requests from drama for lighting /blocks and staging  
The music department would welcome some additional Macs  
Can we focus on fundraising for one particular area?

### How to engage the school community

Year 7 evening – put slips on the chair and ask the parents to fill them in at the event. It has been, and continues to be, difficult to recruit volunteers on a consistent basis, however, we do always manage to put a team together.

### Possible new events

NS suggested using a third party to host some events with a contribution going to the school. This could alleviate some of the difficulties around recruiting volunteers. We will investigate this for the Y7 cheese and wine event to be held in September 2024.

PR suggested that we have food at school performances wherever possible. Ideas around how to encourage sales when taking place inside the building included opening the event up early (this is not such an issue with an outdoor event held in the quad).

Hanna Yefymenko (HY) suggested a multi-cultural food and gifts event. This could help celebrate the contribution of so many international students attending the school (Christina Wu could potentially help with this)

PR suggested a Thamesmead cookery book – this could tie into the multi-cultural food event

### **Upcoming Events:**

Presentation evening 30 November

Carol concert - 14 December mulled wine / food to be confirmed.

Could we open the doors early so we have time to sell the food before starting the event?

Quiz night – date to be confirmed with MI. Consider selling curry at this event

Shepperton Fair – Saturday 8<sup>th</sup> June

Rock Concert 11<sup>th</sup> July - BBQ to be confirmed

### New events to be scheduled in the ACADEMIC YEAR 24/25

Cheese & wine evening – September

NS suggested a curry night for parents - straight after half term next academic year

Multi-cultural food and gift event with Thamesmead cook book – when might we be able to get this off the ground?

**Appointment of Independent Examiner of Accounts:**

An independent examination is not required if a charity's gross income is below £25,000. However, Garry Court (GC) would welcome someone with an accounting background to carry out as a precaution. MI will make a request to the parent community.

**Election of FOT Committee:**

Chairperson - Fiona Fletcher, proposer Mandy Irwin / seconder Bill Kerr

Treasurer – Garry Court, proposer Fiona Fletcher / seconder Phil Reeves

Secretary – Caroline Foxhall, proposer Garry Court / seconder Tori Biutanaseva

**AOB:**

Suggestion that we start holding a raffle at some events again  
PR thanked TB for her valuable contribution to the FOT and wished her luck with future projects.

FF and GC to compile a list of volunteers for MI and PR