

The Kingsway Association

Annual General Meeting

Date: 11/11/24

Time: 18:00

Location: Broadway Campus

Attendees:

Anna Fowler (Headteacher); Claire Cowen (Chairperson); Charmain May (Parent); Fiona Leary (Treasurer); Debs Wilkinson (Secretary); Cathy Georgeson (Parent); Pradip Patel (Parent); Jane Grace (Parent).

Apologies: Claire Chadwick (Parent), Victoria Holmes (Parent).

Introductions:

Round-the-table introductions. CC Chairperson for this meeting.

Apologies:

As above.

Election of Officers:

Nominations / Voting as below:

Treasurer – All happy for Fiona Leary to continue in this role.

Secretary – All happy for Debs Wilkinson to continue in this role.

Chair – Committee agreed to continue with rolling Chairperson, due to no one volunteer for the position.

Review of Previous Minutes / Actions:

CC has been liaising with HS. Slides will be updated following the meeting.

HS has been uploading all minutes / meeting details on school website and across SM channels.

Gift Aid. There have been 9 applications to date – low volume but demonstrates it is working. Suggestion to resend link. AF advised that there is a new Business Manager, Jo Collins, who is probably the best contact. CG to discuss with JC on 14/11/24 and feedback. **ACTION.**

Agreed that only CC & FL need have access to the Gift Aid information. CC to provide access to FL. **ACTION.**

Parentkind Membership still to be set-up by DW / FL. **ACTION.**

Update from School:

- Most building work coming to an end; second set of changing rooms in progress; Foxland toilets now open; no more planned changes.
- Still stable resource-wise / school is fully staffed entering this term.
- General feeling of calm across the sites. There is still more work to do, but positive feedback about student behaviour – both internally and from local residents. There is a definite feel of transformed behaviours.
- The school is looking to host more community school events, to improve engagement. There are upcoming sessions scheduled.
- TKS are increasing their focus on careers, with a careers event recently promoted.

Summary from Treasurer:

Treasurer Summary as addendum.

Latest figures:

Current Account:	£6,424.79
Reserve Account:	£5,521.05
Total:	£11,945.84

FL advised these figures are up to 4th Oct '24 and so TKA has £12k available to support bids. No set amount that needs to be held in reserve.

FL advised that she had investigated online banking (to avoid using cheques) but had discovered that it would require a mandate change (can only provide access to four committee members – there are currently five). Discussion around who should remain as a “signatory”. Suggestion that these should ideally include parents with children in the lower years, to minimise future mandate changes.

Only £1.5k received in donations in the previous school year – an average of £1 per pupil.

The information currently available from statements, showed that the total donation amount for September '24 was £92. The total for new bids (detailed below) in this meeting alone is over £15k and so inevitably requests will have to be refused due to funds not being available. Whilst there is £12k available, this includes funds that have been raised over several years and is not reflective of current income.

All agreed that more work needed to be done on the promotion of TKA and the projects that it funds. Slides have been put together with information on recent projects and details on how to donate, but these have not yet been shared with the parent community. Discussion around whether to include in Key Messages or whether the information would be diluted and should be sent as a separate communication. CC happy to update slides after the meeting, so that these could be pushed out using various comms. **ACTION.**

CC keen to have Comms Plan and happy to refresh the one she had put together after the last meeting. **ACTION.**

CG to investigate the current rules for sharing the donation link – once donated, does it disappear? / how frequently does it get presented on Gateway etc?. **ACTION**

All agreed to leave the suggested donation blank to encourage more families to donate.

New Bids:

See below for new bids received and discussed:

Bid 1: APPROVED

Dept: ART

Amount: £879 + VAT

Item(s): x40 sets of pencil crayons

Specific art supplies to benefit c 150 GCSE students.

Bid 2: MORE INFORMATION NEEDED

Dept: PHOTOGRAPHY

Amount: £1,350

Item(s): Workshop

Bid for Workshop for new Photography GCSE – would benefit c60 students. More information requested around costings / whether department budgets could cover this.

Bid 3: APPROVED

Dept: MFL

Amount: £396

Item(s): Subscription

Subscription to software that supports all languages being taught at TKS and can be used by staff in lessons and also for independent learning. To benefit c 950 students.

Bid 4: N/A

Dept: MFL

Amount: £22

Item(s): German Scrabble

Scrabble set for enrichment sessions. Small group of students. Parent offered to supply, due to their child attending these sessions.

Bid 5: REJECTED

Dept: Design & Technology

Amount: £5.6k - £9.5k

Item(s): Laser Cutter

New bid with revised costs for Laser Cutter (to support all D&T students). Sad to reject, yet TKA still do not have funds to support a bid of this scale. Suggestion to consider leasing. AF to feedback to department.

Bid 6: APPROVED

Dept: Design & Technology

Amount: £312.80 + VAT

Item(s): Bench Drill Press

Bench Drill Press to benefit all D&T students on the Broadway campus.

Bid 7: APPROVED

Dept: PERFORMING ARTS

Amount: £2,679.00 (x3 @ £893)

Item(s): Cheerleading Mats

Request for x3 mats to help with the development of this new enrichment activity, that school are hoping to extend to more pupils.

Bid 8: REJECTED

Dept: PERFORMING ARTS

Amount: £1,560

Item(s): Cheerleading Uniform

Uniform for those participating in cheerleading. Options discussed for more cost-efficient uniforms. TKA felt this was not something they could fund at this time.

Bid 9: £615 APPROVED

Dept: SEND & EXAMS

Amount: £4,214.99

Item(s): Chromebooks and Charging Station

Request for Chromebooks and charging station. Would benefit c70 pupils. Discussed that TKA have already funded many Chromebooks and so did not agree to these, but happy to fund a new charging station.

Bid 10: APPROVED

Dept: HISTORY

Amount: £1,238.00

Item(s): VR WWI Workshop

Virtual Reality Workshop for the whole of Year 8. Whilst not something TKA could agree to fund on a regular basis, positive feedback had been received from parents and students about this workshop when it ran in '23/'24 and so agree to fund.

All discussed that feedback forms from students who attend events / benefit from new equipment funded by TKA would be beneficial – not only in making future decisions, but also to promote to families. AF to organise. **ACTION**

DW to update bid log for next meeting. **ACTION**

Note about workshops - whilst the History Workshop was funded on this occasion, CC / CG expressed that they felt school budgets / direct parent contributions should cover these curriculum-enriching activities. The TKA would like school to make it known that the TKA have made this workshop happen.

AOB:

N/A

Next Meeting:

Date: Monday 3rd February 2025

Time: 18:00hrs

Site: Broadway Campus

ADDENDUM

The Kingsway Association Treasurer's Report 11/11/24

Bank account

Balances:

Current: £6 424.79
Reserve: £5 521.05
Total: £11 945.84

Income/Expenditure

	<u>Money in</u>	<u>Money out</u>
1/9/19 – 31/8/20	£2275	£3090
1/9/20-31/8/21	£1683	£0
1/9/21-31/8/22	£2085	£3939
1/9/22-31/8/23	£721	£0
1/9/23 – 31/8/24	£1500	£3648
1/9/24 – current	£92	£1956.95

Gift Aid

- Am now registered as an official with HMRC so can claim last 4 years
- Have been sent a spreadsheet with names of parents from FE
- Gift Aid declarations - CC

Online banking

- Would need to reduce to 4 signatories to qualify for “Bankline for communities”