

# The Kingsway Association

## Annual General Meeting

**Date:** 20/10/25

**Time:** 18:00

**Location:** Broadway Campus

### *Attendees:*

Anna Fowler (Headteacher); Charmain May (Parent); Fiona Leary (Treasurer); Cathy Georgeson (Parent); Claire Cowen (Parent); Jane Grace (Parent); Catherine Stuart (Parent), Carol (Yr 7 Parent), Liz (Yr 7 Parent).

**Apologies:** Pradip Patel (Parent); Lyndsay McDonald (Parent); Debs Wilkinson (Secretary)

### Introductions:

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

### Apologies:

As above.

### Election of Officers:

All in agreement with the continuation of a rolling chair, DW still happy with the Secretary role and FL with the finance/Treasury role as no other parties came forward. We do need to think about shadow roles for succession as both current Year 10 parents and we've worked so hard on getting things straight. **Action by January with potentially new Parents going onto the bank account for fluidity.**

### Review of Previous Minutes / Actions:

Slight delay in adding donation link to School Gateway - caused by new starters / leavers – but all seems to be up and running now. **TKA to prompt HS prior to the Summer break to ensure more smooth communication in September 26.**

New parents mentioned that there's quite a lot to get to grips with regarding different school platforms. It was mentioned how it would be good to have a gift aid pop-up on the back of a payment eg any TKA donations might be good to link the gift aid reminder when they get their email receipt. **FL will email Finance team about adding the Gift Aid link to School Gateway in the "additional info" or in receipt email.**

Comms have recently gone out as reminders about the TKA and what has been recently purchased.

### Update from School:

- Balls have been purchased and paid for.
- Science and D&T mortisers have just been ordered and awaiting to be paid.
- Update on framing devices to be provided.

AF reports a good start to the year - feels like a new school. School improvement advisor coming in for formal visits in November and December and parent voice feedback forms to go out soon.

### Summary from Treasurer:

Discussions around Gateway and timing of messages - e.g. early evening, maybe better for announcements for parents / carers to receive and discuss (if multiple household members receive at the same time).

Re-gift aid forms - these are still coming in however we only have 26 completed forms, which is a shame and further discussions around receipt upon payments to prompt the gift aid.

TKA total bank balances are currently £3935

### New Bids:

**Dept: History**

**Amount:**

**Item(s): WWII Experienced**

World War II VR experience for history. We have paid this for two years and we said last year we were not going to do it again. DECLINED. Discussion with AF to see if there is a small deficit that KWA could potentially cover. Pushed back to teacher to gauge parents' uptake first.

**Dept: Maths**

**Amount: APPROVED**

**Item(s): x 6 Visualisers**

Visualisers for Maths teachers to use and demonstrate live modelling in class lessons. All agreed to fund these – would benefit teachers and enhance the learning environment for all pupils.

**Dept: PE**

**Amount: APPROVED**

**Item(s): Washing Machines**

Purchase of washing machines / dryers to support with the washing of spare PE kits / uniform. Maintains hygiene of spare PE kits / reduces stigma and provides washing facilities for those pupils without easy access at home.

Dept: Science  
Amount: DECLINED  
Item(s): Geiger-Muller Tube

Science bid was declined as AF confirmed this would come from the curriculum budget.

Discussion around monetary plans for the year ahead as a baseline for parents to understand the projected costs over the year. Helps spread costs knowing IF there's a large sum that may be required at some point.

**Action point: AF projection from SLT for annual extracurricular/trip costs.**

**AOB:**

Next main event: November 27<sup>th</sup> 2025 – Year & Parent's Evening. This will be a face to face event – request that TKA banner is put up at the evening.

**Next Meeting:**

Date: Monday 2<sup>nd</sup> February 2026  
Time: 18:00hrs  
Site: Broadway Campus

**TABLE OF ACTIONS:**

No.	Action	Owner
1	Action by January with potentially new Parents going onto the bank account for fluidity.	FL
2	TKA to prompt HS prior to the Summer break to ensure more smooth communication in September 26.	DW / CC
3	FL will email Finance team about adding the Gift Aid link to School Gateway in the "additional info" or in receipt email.	FL
4	AF projection from SLT for annual extracurricular/trip costs.	AF