

MINUTES for AGM
Friends of Malvern Way (*FoMW*)
Met on Thursday 13th September **2018 at 7.30 pm** at Malvern Way School

Members present

Mrs Cole (Head Teacher), Catherine Hutchinson (secretary), Zoe Harley (treasurer), Sarah Wells (co-chair), Tina Fehler-Said (co-chair), Brown Olivier, Naomi Davey, Rebecca Faria, Nikki Stanway, Amy Lansley, Louise Horton, Sheena Sowden, Laurelie Dearden, Candace Turner, Anna Rose, Jen Walker, Caroline Paton Apologies: Holly Butcher

Welcome from Head Teacher

Mrs Cole welcomed everyone to the meeting and thanked the current FoMW team for their hard work. Mrs Cole explained what FoMW has facilitated purchasing for the school through the many fundraising activities in the past year and stressed the importance of the PTA to Malvern Way school. She talked about how important the up and coming year is as it is the school's 70th birthday and it is hoped that a big celebration will occur.

Welcome from Co-Chairs

Sarah Wells reiterated what Mrs Cole had said and welcomed everyone to the meeting.

Agreement/Amendment to previous AGM Minutes- All agreed

Treasurer's Report – read by Zoe Harley

Zoe began by explaining that a new committee took over in 2017 and as a result new strategies were trialed to try and engage more parents.

Total of £8310 profit - down on last year by approx £4000 – she explained that this was because of 2 factors: no sponsored event (a decision had been made with school to only hold a sponsored event every other year) and due to the new GDPR regulations it was decided to abandon Gift Aid this year.

Zoe explained the income and expenses from the events throughout the year.

A summary of income, expenditure and profit for the main fundraising activities is shown below:

ACTIVITY	INCOME (£)	EXPENSES (£)	PROFIT (£)
Oktoberfest	1,237.20	691.68	545.52
Spooky Disco	3,001.10	518.57	2,482.53
Xmas Fair	3,261.97	666.78	2,595.19
Xmas Cards	2,592.00	1,560.28	1,031.72
Xmas Concerts	296.44	4.00	292.44
Curry and Quiz Night	2,187.77	1,148.47	1,039.30
CroxRocks Event	603.60	45.46	558.14
Leaver's Tea Towels	536.00	228.72	307.28
Uniform sales	220.92	0.00	220.92

Other expenditure outside direct costs of running the activities noted above was as follows:

PTA membership and insurance	£105
Renewal of Gambling license	£20
Electrical works to the FOMW cupboard	£115
Stock over-purchase not yet used	£43
Security box for FOMW cupboard	£20

Deposit payments, each of £100, have been made for entertainer for the Welcome Party and for the Spooky Disco DJ – the income and other costs for these events will show in the 2018/2019 accounts.

The 2017/2018 income and expenditure figures taken from the independently examined accounts for FOMW are as follows:

Total income	£14,056 (down from £17,560 in 2016/2017)
Total expenditure before donations	£5,747 (prior year £5,206)
Net Profit before donations	£8,310 (in line with 2016/2017 result)
Net loss after donations	£1,490

With the current year net expenditure of £1,490.17 and the accumulated profits from previous years of £12,222.03, the bank balance as at 31st August 2018 is £10,731.86

The financial accounts for the Friends of Malvern Way (Charity Number 1126342) have been independently examined. They were approved by independent examiner Suvi Creswick, and signed off on 11th September 2018.

The Annual Return for the 2017/2018 year which is required to satisfy the Charity Commission requirements has been completed. The submitted accounts for FoMW were formally accepted and approved by the Trustees of FoMW.

Chair's Report- read by Sarah Wells

The Co-chairs, Sarah and Tina, thanked everyone for their support over the past year and to the Trustees Zoe and Catherine and all committee members who have worked with the Co-Chairs to raise monies for the school. Sarah read her report giving a run down of activities during the last year. Successful events included Oktoberfest, the ever popular Spooky disco (two discos), the Christmas Fair, Christmas Cards, Curry and quiz, Crox Rocks, Leaver's disco and Tea-towel. Items purchased thanks to FoMW fundraising include: new stage lighting, a mobile Planetarium to enhance learning, a visiting artist who worked with every class and giant outside phonics.

Election of committee Members/ standing down-

Officeholders Stepping down

Sarah Wells thanked all Trustees for their hard work with the running of FoMW. Zoe Harley (treasurer) and Catherine Hutchinson (secretary) resigned from their positions, as did Martina Fehler-Said and Sarah Wells in line with regulations.

New Officeholders appointed

Bronwen Olivier nominated herself for Treasurer, Jen Walker nominated for Secretary, and Martina Fehler-Said and Sarah Wells nominated themselves to stand again for Co-Chairs. All agreed and they were elected.

Co-Chairs – Martina Fehler-Said and Sarah Wells

Treasurer – Bronwen Olivier

Secretary – Jen Walker

Any Other Business- none

Notification of next committee Meeting (this will follow the AGM and has already been notified)

Sarah Wells officially closed the meeting at 7.55pm.