

Minutes from the meeting of The Friends of Little Waltham School
Annual General Meeting 2022
14 September 2022, 8:30pm

Present

Chair	Claire Stevens (CS)
Secretary	James Dawson (JD)
Treasurer	Jaclyn Bennett (JB)
Committee Members	Rebecca Taylor (RT) Nikki Tutton (NT)

Apologies

Committee Members	Aynur Nicolls (AN)
School Representative	Kathryn Low (KL)

The purpose of the AGM was to agree the draft constitution of the Friends of Little Waltham School Committee, to agree the proposed committee members for the coming year and to review the annual accounts for 2021/2022.

1. Committee members and trustees

- All proposed committee members and trustees were agreed by the Committee
 - Claire Stevens is to step down as Chair however will remain a committee member and trustee
 - Nikki Tutton assumes the role of Chair
 - Stephen Saunders becomes a committee member and trustee

2. Draft constitution

- The constitution as shared ahead of the AGM was agreed by the Committee

3. Chair's Report

- As outgoing Chair, CS shared her Chair Report for the past year:
 - i. In comparison to earlier years, during the past 12 months we're fortunate to have been able to deliver two main fundraising events, namely the Christmas Bazaar and Summer Fete
 - ii. The treasurer will share the necessary details on our financial accounts
 - iii. The swimming pool has remained out of use. The facility has been inspected and to allow its continued use, is in need of extensive structural work plus the installation on an Automatic Dosing System. The estimated costs of these works are prohibitively high. Were it possible for such funding to be raised, the ongoing running and maintenance costs in light of heightened energy prices could not be absorbed.

- iv. As a result, the Constitution of the Friends of Little Waltham School has been reviewed, updated and approved by the committee during the AGM.
- v. CS thanked the committee members for their ongoing support over the past 12 months and looks forward to her next role as a committee member and trustee.

4. Treasurers Report

2021/2022

Total income for the year was £4,030. Expenses of £2,108 leading to a surplus of £1,921 in the year and closing funds held of just over £9.5K. Income in the year included a grant towards the cost of books. Charitable expenditure and fundraising expenses increased when compared to 2020/2021 as a result of added fundraising activity as noted by the Chair.

Historically, the financial accounts held £5,000 in ring-fenced funds solely for the swimming pool and its maintenance. During the committee and in-line with the adjustment made to the Constitution, it was agreed that these funds are reclassified as 'unrestricted' funds. The Financial Accounts now reflect this reclassification. Consideration will be given in future meetings as to how to best utilise these funds in furtherance of our charitable objectives.

5. Future fundraising

- Many ideas were put forwards by NT, ideas and input from others are always welcome and gratefully received
- The Committee agreed to regroup on 12th October to discuss future fundraising events and timing

This concluded the AGM agenda, meeting closed at 9:10pm.