



Annual General Meeting of the Ashlyns School Association

17 October 2023 – Minutes

Present: Gary I, Dhrooti M, Helena P, Jules G, Alison H, Angela D, Liz H, David W, Jo H, Emma J, Andrea W, Mr Shapland (Item 1)

1. Welcome and apologies for absence

Gary welcomed everyone to the AGM. Apologies had been received from Clare W.

Mr. Shapland expressed his thanks to the ASA for the amount of money raised and donated to the school, all of which was used for extra opportunities and activities not normally provided but which benefitted the students. He recognised that most secondary schools no longer had effective school associations and was enormously grateful for the time and commitment of ASA volunteers.

2. Chair's Annual Report 2022/23

The report had been circulated in advance. This would be a 'changeover' year, as some parents involved in running the ASA were due to leave as their children left the school. The lead up to Christmas was the busiest time. Many events had a team to run them but the craft fair would need someone to take over for 2024.

Apart from the last-minute cancellation of the Festival, it had been a very good year for the ASA.

3. 2022/23 ASA Accounts and Treasurers' report

Helena reported that the ASA had raised £16,800 in 2022-23 (compared with £13.2k in 2021-22), despite the cancellation of the Festival. The comedy night and the craft fair each raised £3k, the quiz night £2k and the Christmas events together made £5.7k.

£13,600 had been donated to school to purchase VR headsets, science equipment and a DJ mixing deck. There was a balance of around £35k available. There had been a loss on the Festival, but some could still be clawed back (see AOB).

The money allocated for Raspberry Pi PICOs was being held in reserve. Andrea reported that these had been purchased through a separate funding stream and the sum of £1.4k was no longer sought from the ASA.

4. Other financial matters

There was £20k in the PayPal account. It was agreed that this should be reduced to a buffer of £2.5k and reviewed quarterly and reduced as necessary.

A £3k buffer was held in the current account. This was too low and it was agreed it should be increased to £7.5k.

There were 3 separate accounts – current, reserve and 100 club. The reserve account attracted some interest but as the money transferred automatically overnight, each transaction featured on the statement, making it unavoidably complex. **Jules would check interest rates.**

5. Appointments for 2023/24:

- a. Chair/Co-chair – Gary would continue in this role but would stand down in July 2024 when his son left the school. He would be happy to support whoever took over the role.
- b. Co-Treasurers – Jules and Helena were happy to continue.
- c. Secretary – Alison would continue in this role but stand down in July 2024 when her son left the school.
- d. Easy fundraising – this just required ad hoc reminders for parents to sign up.
- e. 100 club – Angela would like to hand this over at the end of the school year in July 2024.
- f. New2You Uniform – Alison would continue until July 2024.
- g. Sign Up genius – Gary would speak to Beth to see if she wished to handover this responsibility.
- h. LRC garden – Alison would continue beyond 2023-24 if school agreed.

There was a suggestion of an ASA social to introduce new parents to the ASA and encourage them to join up. Other ideas were to promote the ASA via Facebook or at social events. There was no option other than to explain to the whole school community which roles would be vacant at school year end. It was thought that Mr. Shapland would add some words of support, together with department heads who have benefited from ASA funding.

Andrea will ask Mr S to approve a one-off ASA newsletter to be sent to all parents/carers.

6. ASA Constitution

The constitution had been reviewed and remained fit for purpose.

7. School update

The current boilerhouse work was almost completed. It was being transformed into a drama space and, in the future, extra sixth form space. The school was larger than ever, with 340 in the sixth form.

ASA fundraising for the next stage of the boilerhouse work could be targeted towards funding the purchase of a sound and light system like the one in the chapel or modular staging which could be used for other events across the school.

A planning application was due to be submitted to extend the music block. The ATC block had been gifted to the school by the MoD and was due to be handed over shortly. It was used currently for DofE, being self-contained.

Two of the three minibuses were quite old and might need replacing in the future. They were used very frequently, in addition Ashlyns sometimes borrowed minibuses from other schools.

Meeting of the Ashlyns School Association

8. Allocation of funding

- a. The meeting noted that out of committee approval had been given for £850 to buy school netball team kits for external competitions. This decision had been taken at the end of the summer term by six ASA members, in line with the constitution. Mrs Kingston had been made aware of the decision.
- b. Request 1- £200 to purchase strategy games for a new after school club.
Mr. Khalil had requested the funding to provide specific games for an after school club for year 7 students, to be run by a member of staff. **Approved. Alison to notify Mr. Khalil.**
- c. Request 2- £1300 to pay for an extended learning dance day.
The ASA had funded this experience in previous years. It was a whole day in which the students learnt a dance, which was then performed and filmed/edited. It was intended for all year 7 students and would take place in July on one of the extended learning days. Ms. Welch had obtained two quotations:
£1,000 – company to run the dance part, school to film and edit.
£1,300 – company to run the dance, film and edit it. **£1,300 Approved. Andrea to notify Ms Welch.**
- d. Request 3- £4495 to pay for new 3D printing facilities
The ASA had paid for the previous 3D printer which was no longer manufactured and replacement parts were obsolete. A detailed request had been made by Mr Nicholson for five Flashforge 5M pro printers and a PC, so that a whole class of students could use the technology at the same time. The speed of printing would mean that the item could be printed in the lesson. **Approved. Alison to notify Mr Nicholson.**

9. Events this term

- a. Halloween Disco – Monday 30 October – all in hand.
- b. Craft Fair 19/11 – Sign Up genius will go out shortly

- c. Tombola at Festival of Light – Helena leading.
- d. Carol Concert 10/12
 - i. Decorating (9 December) and Refreshments. No one was yet available to decorate the chapel.
- e. Christmas Hampers – Liz and David would lead. It was believed that there were volunteers to take over in 2024.
- f. Santa's sleigh – 7 December. Clare F leading.

10. AOB

The school had received some vouchers for five sessions at Berko Box - a boxing fitness club. There was some discussion about whether it was appropriate for the school or the ASA to be seen to endorse boxing. It was agreed that the vouchers could be used for a silent auction.

The Comedy Night 2024 was already booked and would be held indoors and run as per 2023.

The Ashlyns Festival however was a huge commitment, weather dependent and there was a high risk of late cancellation. £2.5k in tickets had been rolled over, as well as £6.8 in fundraising and pitch fees. These may need to be refunded if there was not to be a future event at which they could be used. The money the ASA had paid for the activity area and marquee was also held over to 2024. Bands booked and paid for would probably provide refunds. Ideas were being collated for an alternative outdoor fundraising event for July 2024.

Alternatives to recoup payments made for the 2023 Festival were needed. **Andrea would check whether inflatables or similar might be used by the school** for extended learning days, or by the sixth form.