



ROCHESTER MATH SCHOOL ASSOCIATION SIR JOSEPH WILLIAMSON'S MATHEMATICAL SCHOOL

CHAIR: Jane Marsh

VICE CHAIR: Janine Johnson

SECRETARY: TBC **ACTING TREASURER:** Jo Harding

Minutes of the

Annual General Meeting

of the Rochester Mathematical School Association

on the 13th September 2021 at 7:00pm, Main Hall, SJWMS

Present: Jane Marsh, Janine Johnson, Jo Harding, Angela Hannaford, Elliot Hodges (Headteacher), Charlie Alderman (RMSA link), Deji Oyesola, Lisa Lanckmans, Ruth Thomas, Sarah Gilbert, Joanna Killick, Dean Filmer, Hayley O'Neil, Cathy Younger, Gordon Millar, Kwame Opoku-Addo, Tobi Edun

1. Apologies for Absence

Elaine Stokes, Dave Davis, Claire Doree, Max Hussey, Faye Humphries, Mirja Insley, Mildred Mudavanhu, Christiana Ezeugwu, Nicole Deards, Yemi Ojo, Sarah Clarke, Ingrid Jaiyesimi, Nikki Rouse

2. Minutes of the last AGM & Any Matters Arising

The minutes of the meeting held on the 7th December 2020 were held to be a true account and approved.

3. New Members

Jane welcomed new members to the Committee. Roles explained and noted that we would be looking for people to step up and fill the Chair, Vice-Chair and Treasurer's roles at the end of the year. Jane, Janine and Jo will be looking at stepping down but are happy to continue for this year rather than leave at short notice. So over the next few months we will need people to come forward and shadow Jane, Jo and Janine so they understand what is required by the role.

Elliot noted that the RMSA makes a significant contribution to the school.

4. Chairman's report 2020-2021

Well, what can I say? It's been a funny old year! Unfortunately, Covid has continued to interfere with our face-to-face activities and has had a big impact on our fundraising abilities. Having, said that, we have still raised a decent amount of money over the last few months, even if it isn't up to our normal levels (see the Treasurer's Report).

Maidstone Road Rochester Kent ME1 3EL

Tel: 01634 844008 Fax: 01634 818303

Email: office@sirjosephwilliamson.medway.sch.uk

We have managed to run a number of online activities to varying degrees of success, such as the virtual balloon races, the SpeedQuizzing quiz in March and the Big PTA Raffle in July and, as we slowly return to our normal events, it's worth considering still running a few virtual events, as well.

There's not really much to report on the year just gone because of the lack of activities but I would like to thank everyone for their continued support and it was very nice to see (in the actual flesh!) those that could make it to the last meeting in June.

I would particularly like to say a big thank you to Janine, Jo and Angela who have helped me to work in the background so that we have been able to continue some form of fundraising. What you don't often see is the activity that goes on to ensure a seamless running of an activity (it's like the analogy of a swan swimming on a lake – all calm and serene above the water but with the frantic peddling of the feet that is going on under the water to keep up that calm and serene facade!).

My full appreciation and gratitude, as always, go to Eliot Hodges and Crispin Morris (and the rest of the leadership team) for their unswerving support of the RMSA and allowing us as much flexibility as possible in organising our activities.

Thank you to Dean and his site team as they are always there for us and willing to help in whichever ways we need (and welcome to Phil, the new site team member, who has replaced Bob, who retired a few weeks ago). Dean will be joining the RMSA in September and will be a very valuable asset to our team. We will also be joined by Hayley who runs the new H2O fitness club at the school.

Thank you to the outgoing 6th form representatives. It was a shame that we never got to meet them in person, only over Zoom meetings, but I wish them all the best for their futures. We have already welcomed the new School Captain and his deputies and we look forward to working with them over the coming months, as things get back to normal (whatever that might entail!).

The first activity of the new school year will be to provide refreshments at the Year 7 rugby morning on 4th September and we hope that this will be a good opportunity to engage with the new Year 7 parents and provide them with information on the RMSA, the School Lottery, The Giving Machine and Amazon Smile. I have already had a number of Year 7 parents contact me and I look forward to meeting them at the AGM.

We are also looking to hold a boot fair in the near future and have started to do some preparation work for this in terms of what we can accommodate and where.

Finally, I would just like to let you all know that Ben will not be entering the 6th form and has left the school for pastures new. I have discussed the situation with Jo and Janine and we have agreed that we are all happy to stand for election again for another year (if the RMSA still wants us!) and this will provide continuity for the school and the RMSA; however, it is likely that all three of us will step down at the end of the 2021/2022 academic year and, therefore, I am asking everyone to consider standing for one of our roles in September 2022 so that the RMSA can continue as successfully as we have managed to do over the last few years. The RMSA is a very important and integral part of the school and I would like to ensure that it continues to be so and those that take on each role can work together to build up on what we have achieved over the last few years.

The roles that will need to be filled in September 2022 will be Chair, Vice Chair and Treasurer (assuming Angela is happy to continue as Secretary), so please do give some thought as to whether you can take up one of those mantles.

I am sad that Ben will no longer be at the school but, rest assured, if you do wish for me to continue in my role as Chair, I will continue to do what I have always done which is ensure that everything we do is in the school's best interests (and in accordance with the RMSA's constitution).

Jane Marsh
August 2021

5. Treasurer's Report 2020-2021

Balance as of 1st September 2020	£12,041.54
Float held in Cash tin	£37
Income	£7,182.46
Outgoings	£3,277.91

Summary 2020-2021

- ❖ The accounts for 2019-20 were submitted to the Charity Commission in January 2021. RMSA Charity Commission page can be found [here](#)
- ❖ Accountant G. Pullies kindly donated his time to support the trustees in the preparation of the 2018-19 accounts.
- ❖ Accounts for 2020-21 have been prepared and will be sent to G. Pullies for verification, who has again kindly offered his time to support the RMSA.
- ❖ The impact of COVID_19 has limited fund raising events to online or non-face to face events.
- ❖ **Cash Tin:** £100 float is always left in the cash tin so that any event always has sufficient cash to provide change. Unfortunately, when checked during the summer holidays £63 was missing from the tin, primarily the notes and pound coins.

- ❖ **Your School Lottery** This has been the main source of income for the RMSA From Sept '20 to July '21 we have received **£4,431.40**. 2 of the lottery winners have donated their weekly win straight back to the school and we would like to thank them.
- ❖ The **Giving Machine** This has raised **£79.45** this year.
- ❖ **Amazon Smile**. This has raised **£322.61**
- ❖ The **virtual events** this academic year have included quiz nights & balloon races plus this year we registered with the Parentkind Big PTA Raffle Together these events have raised **£1,874.29**. Thank you to **Jane Marsh** for organising these.
- ❖ The RMSA once again received insurance payments from 6 parents who had not cancelled their payments as requested. Further requests for parents to cancel their payments were issued/published.
- ❖ A consistent source of income is the **second-hand uniform** which has raised **£264.00**. Thank you to **Sue Crittenden** who has continued to organise this service for the school.
- ❖ The total amount of requests received was £4,641.34 and we funded a total of £2,994.91 At the end of July there were 2 outstanding donation payments for English Department Creative Writing Kits and the Physics Department DVD players. Full list of donations in table below.

Dept.	Item requested	Actual Spend
Site	Trestle Tables	£1,200.00
Site	Trolley	£91.99
EPQ	Study Books	£722.00
Biology	Freezer	£119.12
PE	Football Training Kit	£238.15
Music	Drum Kit	£568.65

- ❖ Attached at the end of this report is an inventory and list of the last 6 years of donations to the school. Please note the asset list is a best guess as we have not been able to access our room. We still have one gazebo on loan to Gordon Miller.

Jo Harding

Treasurer
August 2021

Election of Officials 2021- 2022 :-

- a. Chair – Jane Marsh. Proposed by Janine Johnson, seconded by Ruth Thomas.
- b. Vice Chair - Janine Johnson. Proposed by Jane Marsh, seconded by Eliot Hodges
- c. Treasurer – Jo Harding. Proposed by Jane Marsh, seconded by Janine Johnson.
- d. Secretary – Angela Hannaford. Proposed by Jane Marsh, seconded by Janine Johnson.

All those present and who sent apologies were elected in as Committee members. Eliot Hodges and Crispin Morris, as well as elected officials (as set

down in the Management of Finances Policy - see section 8), agreed to continue as Trustees and were duly elected.

6. Constitution

All members present approved the Constitution for another year and it will be reviewed at the next AGM. (a copy is available on the RMSA page on the school website)

7. Finance Policy

All members present approved the Finances Policy for another year and it will be reviewed at the next AGM. (a copy is available on the RMSA page on the school website)

8. Social Media Policy

All members present approved the Social Media policy for another year and it will be reviewed at the next AGM. (a copy is available on the RMSA page on the school website)

Any Other Business

None.

AGM completed at 7.53pm