



ROCHESTER MATH SCHOOL ASSOCIATION SIR JOSEPH WILLIAMSON'S MATHEMATICAL SCHOOL

CHAIR: Jane Marsh

VICE CHAIR: Janine Johnson

SECRETARY: Angela Hannaford **TREASURER:** Anita Coe

Minutes of the

Annual General Meeting

of the Rochester Mathematical School Association

on the 11th September 2023 at 7:00pm, extension off Main Hall, SJWMS

Present: Jane Marsh, Angela Hannaford, Janine Johnson, Eliot Hodges, Charlie Alderman (RMSA link), Joanna Killick, Cathy Younger, Sarah Gilbert, Anita Coe, Darragh Skerritt, Ben Hayes, Matthew Morah, Ayomide Onamade, Temi Sholanke

1. Apologies for Absence

Elaine Stokes, Nikki Rouse, Claire Doree, Jo Harding

2. Minutes of the last AGM & Any Matters Arising

The minutes of the meeting held on the 12th September 2022 were held to be a true account and approved.

3. New Members

Jane welcomed new members to the Committee and thanked Temi for coming to help at the Y7 rugby morning.

4. Chairman's report 2022-2023

As another RMSA year (and my last year as Chair) draws to a close, I am very happy that our fundraising has gone from strength to strength. We have had an excellent year, culminating in a very successful Foundation Day for which we have received lots of very positive feedback.

We've successfully been able to run all three of our main events: Christmas Fayre (November), Quiz Night (March) and Foundation Day (July) along with supporting the school at various other events in the interim by selling refreshments, and also revision books at the appropriate next steps evenings.

The Christmas Fayre for this year is booked for Saturday 18th November and Quiz Night is booked for Friday 8th March. Foundation Day will be Saturday 6th July.

I am extremely grateful for the support you have all given me and in particular I'd like to thank Janine, Angela and Anita for helping me to organise things (or actually organising me, at times!).

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I'd also like to give special thanks to Jo for helping with Booker's runs, tidying up the cupboards and just generally keeping things in order and to Cathy for always being there and pitching in with whatever needs doing. I'd also like to thank Cathy for all the work she does for lost property and second hand uniform and she has worked hard to set up the new Uniformd system for purchasing second hand uniform.

Thanks also to the following:

- Eliot Hodges and Crispin Morris for their continued support and appreciation of our activities;
- Charlie Alderman for being a brilliant RMSA/staff link and encouraging the staff to support us;
- Sue Crittenden for her continued involvement with lost property and second hand uniform;
- Dean Filmer and his site team for all the assistance they give us, even when we're quite demanding!;
- Hayley O'Neill for running the monthly inflatable sessions and donating her profits to the RMSA (these have boosted our funds greatly);
- The 6th form representatives – Ollie and his team until April and then Darragh and his team from then onwards.

Our first event of the 2023-2024 academic year will be the Year 7 Rugby/Hockey taster morning on Saturday 2nd September. We will be selling refreshments, as usual, and will also be providing a BBQ again in order to use up the burgers and sausages we had left over from Foundation Day. It will be an early start as the event starts at 9am so we will need to be setting up at 8am.

This will definitely be my last event as Chair and Janine's as Vice Chair but we will still be available to offer help, support and advice to those who take up these roles going forward.

It's been a privilege to have been on the RMSA since 2012 and Chair for the last 7 years but it's now time for me to hand over. I hope that the RMSA continues as successfully, if not more so, as it has over the last few years and that it continues to raise significant sums to support the school.

Please volunteer where you can as this is crucial to the success of the RMSA.

Thanks to everyone again for their unswerving support of me and the team and I wish you every success for the future.

Jane Marsh
August 2023

5. Treasurer's Report 2021-2022

Balance as of 31 August 2023	£23,959.26
Float held in Cash Tin	£100.00
Income	£15,151.13
Outgoings	£21,987.23

Summary

Accounts for 2022-2023 have been prepared and will be sent for verification for submission for the Charity Commission annual return.

Cash Tin: £100 float is always left in the cash tin so that any event always has sufficient cash to provide change.

From September 2022 to August 2023 we have raised the following from:

Your School Lottery £4,289.80

The Giving Machine £543.54

Big PTA Raffle £814.50

Second Hand Uniform sales £897.87 – the fees have not been taken as you get 2 months to settle in. The fees have gone up from 15% when we first signed up and will now be 19%. We get charged for refunds & returns and we need a disclaimer that we don't accept returns. Needs to be added to our website and social media because can't seem to say that on the Uniform'd website.

Xmas Fayre £1,827.11

Quiz night £1,158.69

Foundation Day £3,874.54

The RMSA once again received insurance payments from 3 parents who have not cancelled their payments as requested. Nothing more we can do as we have tried all routes to stop it.

The total amount of funding requests received was for £21,397.89 and we have approved and funded the following requests this financial year.

As of the end of July there was one outstanding donation payment to be made for £3,000 for diving blocks in the swimming pool

Dept.	Item requested	Actual Spend
Music	Piano	£4,333.34
Geography	The Mighty Dollar Books	£209.70
Chemistry	Water Baths	£252.18
Science	Crest Entry Fee	£45.00
D of E	13 Tents	£3,113.30
Football	Footballs (Girls 1st & 2nd team)	£158.30
Life Skills	Think Differently Sessions	£300.00
PE	24 Junior & 24 Senior Cricket Balls	£374.26
PE	Hockey goalie keeping kits x 2	£674.92
Economics	Educational books for economists	£111.90
Drama	Camcorder microphone accessory	£35.82
D of E	32 Map Cases	£230.40
Football	Football kit (second team)	£702.96
PE	Video camera and tripod	£653.99
Warhammer Club	Tools and Paint	£55.00
Drama	Lighting controller	£1999
Music	20 x music stands and double storage cart	£2,309.95
Geography	34 x Earth Shattering Earthquakes books	£142.46
Geography	2 x globes	£69.98
Music	DI boxes, extension, leads	£520.00
		£13,147.66

Anita Coe
Treasurer
September 2023

Election of Officials 2023- 2024 :-

- a. Chair – Angela Hannaford nominated by Jane Marsh, seconded by Janine Johnson
- b. Vice Chair – Joanna Killick nominated by Angela Hannaford, seconded by Cathy Younger
- c. Treasurer – Cathy Younger nominated by Anita Coe, seconded by Joanna Killick
- d. Secretary – acting secretary Angela Hannaford

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.

For Treasurer, Anita will catch up with Cathy and work out about changing over the names on bank accounts, etc. We have agreed that Chair Angela Hannaford, Vice Chair Joanna Killick and Treasurer Cathy Younger will be signatories on the bank account after being voted in at today's meeting.

6. Constitution

The constitution has been circulated but it should be noted that Jane has made some important changes. The biggest one being about what would happen should the RMSA be dissolved, as in what should happen to any monies outstanding. It has been taken from the Parentkind example and adapted for our purposes.

The other change is to do with the committee itself and what it should consist of – it did state up to 30 members but that makes it difficult to manage and be quorate, particularly as we don't regularly see the same people. This has been changed to say Chair, Vice Chair, Secretary & Treasurer.

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

AGM completed at 7.33pm