



Annual General Meeting

9.00 am on Friday 4 March 2022 at Collis School

Minutes

Attendance:

Nicola Hanley *Co-chair*
Carole Wright *Treasurer*

Jenny Day *Co-Chair*
Sarah Ioannou *Secretary*

Committee Members

Louise Wild
Lynda Mellows.
Liv Labrey
Sian Gaughan Ann Curtis
John Dutton
Lizzie Macson

Ayse Celik
Emily Button
Ana Zabala-Wynne
Hannah Kirwan
Gihan Hyde

Kevin Hogston (Headteacher); Mrs Mags Thomas (Chair of governors); Helen Samuel (Parent governor); James Eyre (Governor)

Rob Philpot (clubs, camps and events) and three additional parents.

1. CSA Accounts 2021-22

Carole Wright (Treasurer) presented the CSA accounts for 2021-22 [see slides] which had been independently audited by Garth Gilham and would be submitted to the Charities Commission.

The meeting was encouraged to sign up to Amazon Smile and Easyfundraising, both of which allow donations to be made to the CSA on purchases made through the sites, with no additional cost to the purchaser.

2. Election of officers and Committee members

Rob Philpot proposed the current office holders and committee members be re-elected for the next period. Feray Donmez seconded the motion.

Lizzie Macson volunteered to join the Committee, representing Reception parents.

All officers and Committee members were re-elected.

3. Presentation from the co-chairs

Future Aims of CSA:

- Enhance children's learning experiences by raising money for school
- Increase engagement and participation in parent and teacher community
- Improve CSA-school-parent communication by weekly CSA ParentMail on Wednesday evenings.
- Be positive!

Ways of working

- monthly meetings: event planning and financial review
- working with school on fundraising and allocation of funds
- weekly activity: cake sales, comms, class reps, management of finances
- events teams: 3 main events and number of small events

CSA Achievements in 2020-21

- £82k committed to school since September to upgrade the external environment following the completion of the new building.
- Fundraising target for 2021/2: £60k
- Events since summer 2021: summer term raised £15,800, fireworks raised 23k, Christmas Fair £13,500 (most successful Xmas fair!), infant film night £1,500, cake sales £2,500 to date

Projects which have been paid for by the CSA:

Description	Amount
EY playground markings	£8,000.00
Autumn & Spring termly allowance	£6,666.00
Portable Outside PA	£4,600.82
Fencing - Rec & Year 1	£3,982.00
Maths and nursery resources	£3,136.80
Grass protection mats	£1,614.00
Science shows	£800.00
Netball posts	£687.96
Shirt framing	£262.50
Worry box	£69.98
Donated to school so far this year	£29,820.06

Projects for which CSA funding has been committed:

Description	Amount
Infant playground equipment (est.)	£18,000.00
Sun shelter (est.)	£10,000.00
Swimming pool (est.)	£5,000.00
EY Timber Playground Equipment	£13,910.00
Summer term allowance	£3,333.00
Library system	£2,000.00
Planned donations	£52,243.00
Total actual and planned donations for 21/22	£82,063.06

Planned fundraising and events:

	Feb	March	April	May	June	July
Event:	Infant Film Night	Junior Disco	Collis Rocks	Bounceathon	Collis Picnic Party	Summer Sport Event
Date:	Friday 25th After school	Thursday 31st After school	Friday 22nd Evening	Friday 6th In school hours	Saturday 18th June Weekend	TBC In school hours
Audience:	Infant Kids	Junior Kids	Parents	All Kids	Families	All Kids
What:	Film with Popcorn	Disco with snack	Social - Bar & Live Entertainment	Sponsored Bounce	Family Picnic Party	Triathlon
Who:	Vicki King Emily Button	Emily Button	Matt Griffiths Helen Samuel	Shelley Micklethwaite Hannah Kirwan	Amelia Shepherd	Jenny Melik Emily Button

4. Updates on projects in the pipeline:

Infant play equipment (Ayse Celik): The play trail included cost for safety flooring (around £10K) and the trail itself (£8-10k). If the trail could be fitted to the artificial grass area then new flooring would not be required, saving a significant sum. The play company will inspect the site at the end of March but installation before the summer was not possible.

Sun Shelter (Ana Zabala-Wynne): a structure could be ordered off the shelf or built ourselves. Quotes were coming in and a decision would be needed at the next CSA meeting.

Swimming Pool refurbishment (Kevin Hogston): The caretakers were working at weekends to get the pool ready for the summer term. To overhaul the pool for longer term significant funding would be needed. New swimming teachers were also needed. When the pool had been used at weekends for children's parties in the past there were complaints from the school's neighbours, so it was not

possible to raise money this way. The swimming pool working group would welcome anyone interested in helping out: please contact Kevin Hogston or the bursar, Sarah Wooldridge, through the office info@collis.sch.richmond.uk .

A new proposal was discussed, to fund murals for the walls in the new buildings.

5. Any other business

Other ideas were discussed:

- A fundraising “thermometer” to be displayed in the playground to show progress towards fundraising targets.
- A competition across year groups to raise the most money through end of term class drinks, with a prize for the class raising the most of a picnic on the field for the children and money for class resources
- An auction of skills in September.
- Cheese and wine evenings.