

# Minutes of AFS Committee Meeting

**Held on: Wednesday 29 April 2015**

**Venue: King Edward VI Camp Hill School for Boys - Committee Room**

**Time: 7pm**

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Those in attendance were:

Martin Garrod - Honorary President  
Anjum Stuart - Chair  
Charles Wood - Treasurer  
Alison Lawrence - Secretary  
Helen Felton - Volunteer Co-ordinator

Rupert Connolly - Buying Co-ordinator  
Karen McGuire  
Shavorn Beckett  
Margarethe Beckett  
Jeanette Crutchley - School Liaison Office

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1. Apologies were received from:

Safina Ahmed - Vice Chair & Special Events  
Andrew Rogers - Staff Representative  
Amanda Rogers - 100 Club Co-ordinator

Monica Doshi  
Danielle Broscoff

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2. Minutes of Previous Meeting

Two amendments were put forward by Charles Wood (Treasurer) as follows:

### Section 6 - Treasurer's Report

- The easyfundraising scheme has brought in **£96** this month.
- Charles said this was **approximately** what he was expecting.... Financial transactions are now **received directly into** the AFS bank accounts

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3. Matters Arising from Previous Minutes

### Section 7 - Upcoming Events

- The Cake Sale held on Tuesday 17 March was very successful - all credit to the boys from year 9 who made the cakes this time. Anjum mentioned that it is critical to have 2 or 3 helpers involved at the beginning to help receive the cakes when they arrive.
- Anjum also wanted to thank the Year 9 boys who did a poetry competition and raised money for the school.
- The Senior Drama will now take place on Wednesday 8, Thursday 9 and Friday 10 July

## Section 9 - Any Other Business

- Helen Felton reported that the Website could not be updated because critical access information has not yet been received from David Smith despite efforts to contact him.
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## 4. Chair's Report

- Anjum confirmed that there is little for her to report on this meeting but a full report will be prepared for the next meeting on Wednesday 24 June.
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## 5. 100 Club Draw

- The 100 Club Draw does not take place this term.
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## 6. Treasurer's Report

- Charles Wood reported that as at the end of March there is approximately £789 in the bank. Monies from the Summer Party ticket sales have been added in.
  - The Extra Curricular Account had approximately £5,300 but a cheque has recently been given to Mr Garrod to cover the cost of various school expenses.
  - The Gift Aid claim on the Standing Order monies paid into the account by AFS members has amounted to a sum of £3,670 being paid by then inland Revenue.
  - The Annual Return for the AFS Accounts is due in shortly and Charles will attend to this.
  - Charles will shortly be sending out letters to Year 13 Parents to ask if they are willing to continue with payments to the AFS fund after their sons leave school this summer.
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## 7. Upcoming Events

### Summer Party - Sat 16 May

- Anjum confirmed that tickets for the Summer Party have all sold out. The event will start at 7pm with a Jazz Quartet organised by Mr Palmer. Anjum suggested that the boys be given a voucher for £10 each as a thank-you form the AFS.
- The Kitchen Garden Cafe have confirmed there will be no corkage charge for the Welcome Drinks provided by Waitrose. The food will be served at 8pm and music played by Steve Ajao will play in an adjacent linked room. Barbara Nice will perform for approximately 3/4 of an hour.
- The Cake competition and Raffle Draw will take place toward the end of the evening.
- There is still a need for more Raffle Prizes.
- Raffle tickets/Microphone/Raffle Prizes/Cakes/Amazon Vouchers still need to be organised.
- A sign-up list for Helpers was passed around and filled in at the meeting.

### AFS Induction Evening - Tuesday 30 June

- The evening will include a small buffet but there will be an urgent need to get parents to sign up to the AFS and complete the Standing Order Form. There was a discussion as to the best way to get parents to sign up without feeling pressurised. It was agreed that the Standing Order Form should be separated from the Welcome Pack but put with an envelope for the boys to bring back in to school.

### Familiarisation Morning - Saturday 27 June

- This event needs to be added to the event schedule. Last year the AFS served tea/coffee/biscuits to accompanying families and guardians.

### Senior Drama - Weds/Thurs/Fri 8/9/10 July

- Mr Garrod confirmed that this event has been rescheduled to the dates shown. There will not be a Saturday performance because of the clash with the Alumni Day due to take place on Saturday 11 July.

### Alumni Day - Saturday 11 July

- This event is scheduled to start at around lunchtime. More details of the AFS involvement will be given at the next meeting.

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## 8. Future Events for Discussion

- See above

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## 9. Any Other Business

No other matters were raised.

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## 10. Dates of Next Meetings

The next Committee Meeting will be held on Wednesday 24 June at 7pm in the Committee Room

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## 11. Headmaster's Report

Mr Garrod read out the Headmaster's Report.

***Anjum thanked those present for attending and the meeting ended at 19:41***