

Minutes of AFS Committee Meeting
Held on: Wednesday 11 March 2015
Venue: King Edward VI Camp Hill School for Boys
Time: 7:00pm

Those in attendance were:

Martin Garrod - Honorary President
Anjum Stuart - Chair
Safina Ahmed - Vice Chair & Special Events Organiser
Charles Wood - Treasurer
Alison Lawrence - Secretary
Helen Felton - Volunteer Co-ordinator
Andrew Rogers - Staff Representative
Amanda Rogers - 100 Club Co-ordinator
Anita Gupta

1. Apologies were received from:

Beryl Rodrigues
Salma Hamid
Jeanette Crutchley
Grace Gardner
Margarethe Beckett

Rupert Connolly

2. Minutes of Previous Meeting

The minutes of the previous meeting, held on Thursday 8 January 2015, were accepted as being a true and accurate record of the meeting by those present.

3. Matters Arising from Previous Minutes

4. Chair's Report

Anjum Stuart welcomed everyone to the first AFS meeting after the AGM and welcomed the new committee members. There is no formal Chair Report for this meeting.

5. 100 Club Draw

There is no 100 Club Draw scheduled for this meeting.

6. Treasurer's Report

Charles reported that there is minimum cash in the bank at the moment because of all the payments that have been made to the school for various purchases. However the account is expected to build up as subscriptions and imminent fundraising activities bring in monies.

The Extra-Curricular fund has approximately £4000 in the bank.

The *easyfundraising* scheme has brought in £79 this month.

In February, an unexpected amount of £44 came in from the 'Dove Trust'. This was a Charity previously used by the AFS to hold donations. The administrators were called in for this organisation in 2012 and the payout for the AFS was as above. Charles said this was what he was expecting and a line is now drawn under the Dove Trust activity. Financial transactions are now only conducted through the AFS bank accounts.

Charles reported that the Annual Return is due to be submitted shortly and asked if there were any change of address details for Trustees, that he should know about. There were none to be reported.

The Gift Aid claim will be made at the end of March and is expected to bring in about £3,700

7. Upcoming Events

Action

Cake Sale - Tuesday 17th March - Helen will remind those volunteers who put their names on the list to help. Salma, Bea and Karen had all expressed an interest in helping. Anjum said that she would be at school at 08.30am.

AS/HF

Senior Drama - This event has been rearranged for after the exams in July. The school will let the AFS have the new dates as soon as possible.

MG/AR

Summer Party - Saturday 16 May - Anjum reported that the flyers have gone out to all the parents and AFS members. The evening will include comedy, music, buffet. Anjum was delighted to report that the arrival drinks will be sponsored by Waitress. Anjum will need helpers nearer the time and will let everyone know what is needed in due course.

AS

Safina asked what the attire should be. Anjum said it would be an informal event. The deadline for selling tickets will be decided by Anjum. Anjum hoped the event could make a reasonable profit.

A further reminder will be sent out in due course.

8. Future Events for Discussion

Future events will be discussed at the next meeting.

9. Any Other Business

Action

AFS Website - Helen reported that Akeef had asked for the domain details for the website so that he can carry out the proposed alterations and updates. Helen needs to get the domain details from David Smith but can't get hold of him.

HF/MG/AR

It was agreed that Helen will send details of what is required to Martin Garrod.

Mr Garrod will contact David Smith to ask him to let the AFGS have the information.

Andrew Rogers will be copied in on these emails.

10. Dates of Next Meetings

The next Committee Meetings will be held on:

Weds 29 April at 7pm

Weds 23 June at 7pm

11. Headmaster's Report

Mr Garrod read out his report to the meeting.

The meeting was closed at 7.30pm and Anjum thanked those present for attending.