



Friends of Kilmorie

Friends of Kilmorie, Kilmorie Primary School, Kilmorie Road, London, SE23 2SP

Minutes of Annual General Meeting (AGM) Monday 25th September 7 - 9pm Community Room

Present: Becky Wickes (BW) - Chair, Lisa McCrory (LM), Julie Loffstadt (JL), Stefan Watson (SW), Luke Osborne (LO), Thracia Perrett (TP), Monika Barnert (MB), Jo Roper (JR), Lliam Boyle (LB), Kathryn Lowry (KL) -Notetaker, Libero Colimberti (LO), Emma Guy (EG), David, Lilly, Helena, Rosa.

1. Welcome and Introductions

BW introduced herself as the FOK Interim Chair and welcomed everyone to the AGM. Attendees then introduced themselves. The meeting was declared to be quorate based on the number of committee members in post at the start of the meeting.

2. Co-Chair's Report for 2022/23 – Becky Wickes

BW talked through the Chair's report in the slides – noting that the 2022-23 academic year had been very successful from a fundraising perspective and that the events had been well attended, with lots of positive feedback received. However, events had inevitably been getting smaller in scale due to a smaller committee with less capacity and the constant challenge of finding sufficient parent volunteers. She noted that various strategies had been tried to encourage volunteers with mixed/limited success.

There had been other challenges over the year, including the rising cost of resources, equipment and suppliers which meant there had to be some price increases (FOK had previously tried to keep prices at pre-pandemic levels). Profit for the summer barbecue was down relative to previous years, most likely because of the bad weather impacting turnout and spending.

While rising costs and the weather are outside of FOK's control, the committee will seek to learn from the things that didn't go well and adapt their approach as needed, including by spreading out events to give more preparation and recovery time between them.

BW concluded by extending her thanks to the FOK committee members, the creative team that works hard behind the scenes to make the events so special and the school staff, who had been brilliant at supporting FOK at events. She also thanked Winkworth for sponsoring FOK again, in the form of raffle prizes, the vests for the Big Half and the estate agent boards for the winter and summer events, for which Winkworth donate over £2,000. KL explained that Winkworth will also donate £250 to FOK for any instruction received from a current Kilmorie parent if this is declared at the beginning of the instruction.

3. Treasurer's Report for 2022/23 – Lisa McCrory

LM gave an overview of the financial performance for the year, noting that the FOK accounting year runs to the end of August. FOK's fundraising had been bolstered by almost £2,000 in corporate donations that came via parents and FOK is keen to capitalise on similar opportunities for corporate donations or matched funding in the future.

Running costs, i.e. costs not directly linked to events, are normally around £1,000, covering things like insurance, accounting software, stationery resources etc. However, there had been some larger one-off costs incurred during 2022-23, including the purchase of tables (which will save money on hire costs in the long run) and repairs to a brick shed that FOK needs for storage.

In terms of fundraising, FOK raised just under £30,000 during the 2022-23 academic year – this was slightly lower than the previous year, but there had been one fewer event. The takings from the summer barbecue were substantially down. FOK had to bring in external food vendors so only received a percentage of their takings, rather than their entire profits as had been the case when parents supplied the catering. Takings from food/drink and entry on the door were also generally down by about a third, which was felt to be attributable to the weather and the performances being indoors. A lot of effort had been made to return unused stock in the days after the event which had reduced costs somewhat.

Donations to school were in the region of £36,000. There had been more amounts under £250 donated for smaller projects, including international day and the Kilmorie design challenge. This had been appreciated by staff. Around £7,000 had gone to resurfacing Susan's circle and purchasing new outdoor musical equipment and over £8,000 had been spent on sound proofing for the hall. JL confirmed that this had significantly improved the user experience in the hall during assemblies, performances and PE lessons, as well as for neurodiverse children during lunch time. As in previous years, an amount had been donated to each class and money donated for school trips, including £3,000 for the Early Phase beach trip which came from money raised at the Early Phase Garden Party.

At the end of the financial year, after donations to the school and costs, there was almost £29,000 left in the bank. Of this, £7,000 is required to be held as reserves. This means that the 2023-24 school year starts on a strong footing with approximately £22,000 of funds available to donate to school.

4. Adoption of the Parentkind 2021 Model Constitution

KL explained that the existing constitution was the PTA-UK Model Constitution dated Nov 2011, which was formally adopted without change at the AGM on 16th October 2014. FOK now wanted to adopt the Parentkind Model Constitution for England and Wales dated March 2021 without change. FOK is a registered charity, and the Parentkind 2021 Model Constitution is pre-approved by the Charity Commission for England and Wales. The new constitution must be adopted at the AGM by a two-thirds majority of the votes cast.

KL summarised the main changes between the 2011 constitution and the 2021 constitution. Broadly, the changes were administrative/non-material. There were no changes to i) the charitable purpose; ii) charitable status; or iii) the clause related to the use of property and funds - except for the renaming of Clause 2 'Objects' as 'Purposes' - so prior written consent was not required from the Charity Commission.

The main difference between the constitutions is that the proposed new constitution will permit General Meetings (AGMs and EGMs) and Committee meetings to be held physically or virtually. It also introduces one additional power (to consult parents on their views) and requires a written opinion from a medical professional before a committee member ceases to be a member based on physical or mental incapacity.

The meeting attendees were then asked to vote on the motion to adopt the new constitution. All attendees voted in favour and the motion was therefore passed.

5. Election of the 2022/23 Committee

The new committee for 2023-24 was then elected.

Role	Name	Nominated by	Seconded by
Chair	Becky Wickes	Liam Boyle	Libero Colimberti
Deputy Chair	Libero Colimberti	Stefan Watson	Thracia Perrett
Treasurer	Lisa McCrory	Monika Barnert	Becky Wickes
Deputy Treasurer	Stefan Watson	Becky Wickes	Lisa McCrory
General Committee member	Thracia Perrett	Liam Boyle	Stefan Watson
General Committee member	Liam Boyle	Thracia Perrett	Becky Wickes
General Committee member	Monika Barnert	Liam Boyle	Jo Roper
General Committee member	Luke Osborne	Stefan Watson	Monika Barnert

As nobody had come forward to stand for the Secretary role, this post would remain vacant, but efforts would be made to recruit someone following the AGM. BW noted that she was aware of one or two parents who had not been able to attend the AGM but that were interested in joining the committee. The hope was that these parents would be formally co-opted onto the committee at the next committee meeting.

6. Plans for 2022/23

BW talked through the provisional schedule of events for 2023-24. The dates of the big events had been agreed with school and had generally been brought forward and spaced out more. Christmas fair preparations would commence straightaway and other activities were also already running in the background, such as the tea towels and festive cards. The wreath making evening was still to be confirmed, and a decision would be taken shortly as to whether the committee could support this on top of the Christmas fair planning.

BW noted the presence of several new Reception parents at the meeting, drawing their attention to the Early Phase Garden Party as a key event for their year group. Parent support and volunteers from early phase parents was particularly needed for this event. A coffee morning for new parents was also being considered, to potentially take place after the October half term.

LM explained that a fundraising target of £25,000 had been set for the year. The target is slightly lower than the money raised in 2022-23 but the aim was to beat it.

In terms of fundraising priorities, LM ran through certain items that required approval, including £500 for gardening, a slightly increased class/teacher allocation (£500 for each year group lead plus £250 for nursery, as opposed to £100 per class), continued financial support for the FOK library and up to £3,000 from the Big Half fundraising to go to projects agreed with the staff who participated in the race. These proposals were accepted without objection.

There was a discussion about how to use the £3,000 from the Big Half funds. JL said the initial thinking was that this money would be used for projects focused on mental wellbeing. PE and sports are already well resourced due to the sports premium funding the school receives. One idea was a permanent display in the entrance to build on themes of community cohesion, diversity etc that had been explored during International Day – such as a world map showing the nationalities of all

Kilmorie staff and pupils. KL mentioned that there was some support among the parent runners of the Big Half for using the money for a community mural, like the Waterlink Way mural. JL said this sounded similar to the fence art project that was already underway.

LM talked through other funding priorities that had been discussed with JL before the AGM. Some of these were things that FOK paid for each year, such as interactive white boards and the school trip allowance. Discussions will take place with the school business manager on how the trip contribution could be made more effectively. The other items were new – i) repairing the outdoor stage; ii) paying for an external consultant to manage the fence art project; iii) transforming the community room into a more multi-use, welcoming hub; and iv) replacing the astroturf. The last item was expected to be particularly costly.

KL asked if consideration could be given to building some shade above the outside stage as this would make it more usable in all weathers. JL gave more information about the fence art project – the art has been done by the pupils, but school are struggling to identify the right sort of material to create the art. Holbeach have something similar so may be able to help. LB asked whether the community room would still be available for FOK to use before events. JL said probably not, but that she would ensure that an alternative space was identified. Action: A meeting will be arranged to discuss the community room redevelopment with JL, FOK and Rina from the book team.

There was a brief discussion of the ways parents can get more involved with FOK, including through the permanent sub-teams (gardening, creative, books and makers).

7. Any Other Business

LC offered to share his A/V and sound engineering expertise with JR as part of the school hall upgrade project.

JL expressed her thanks to the FOK committee for their work, noting that FOK events are important not only because they raise money, but because they contribute to community cohesion. She asked FOK to continue to think of ways to reach those parents who are less likely to get involved in FOK events.

The meeting was officially adjourned.