

The Association of Friends of All Saints School
(“FASS”)

Minutes of the 2018 annual general meeting of the members of FASS held at 9.05 am on 30 October 2018 at All Saints School, Bishops Avenue, London SW6 6ED

Trustees present: Laura Auckland (Chair & Trustee)
 Catherine Turner (Deputy Chair & Trustee)
 Brandt Page (Treasurer & Trustee)
 Alasdair George (Secretary & Trustee)
 Vanessa Fawcett (Trustee & Governor)

Other members present: 9

School staff in attendance: Sylvia Finn
 Emma Benwell

1. Quorum

Laura confirmed that a quorum was present.

2. Minutes of previous meeting/matters arising

Minutes of the general meeting held on 19 January 2018 were circulated.

There were no matters arising from the minutes not already included in the agenda for this meeting.

The minutes of the previous meeting were approved.

Laura confirmed that minutes of FASS meetings are posted on the School's website.

3. Treasurer's report

3.1. Accounts for year ended 31 August 2017

FASS's trustees' report and accounts for the year ended 31 August 2017 were circulated. Brandt confirmed that these had been filed with the Charity Commission.

Brandt noted that the total income for the year had been £41,477, buoyed by the results of the 2017 Promise Auction, with a surplus for the year, after School donations and expenses, of £1,367.

As at the end of the year, FASS's cash balance had been £26,497.

3.2. Current financial position

As no Promise Auction was held in the year ended 31 August 2018, FASS's income for the year was less than £25,000, meaning that accounts for that year were not required to be filed with the Charity Commission. There had been a small deficit for the year, which was covered by the reserve brought forward from the previous year. Brandt confirmed that accounts for 2017/18 would be finalised in the next couple of months.

Brandt and Laura reported that FASS had recently received a donation of £50,000 from the estate of Ann Richardson, a former solicitor and lecturer. The donation had come about initially through conversations between an All Saints parent, Giles Lyon, and the executor of the estate, and subsequently as a result of a proposal document prepared by Laura with the School's input. Vanessa explained that this

donation was to be spent on specific items in line with that proposal and was not to be regarded as generally-available funds for FASS. Brandt and Laura were due to meet with Mrs Finn and Mrs Gray, later that week, to discuss the use of the legacy.

Brandt confirmed that, including the money from Ann Richardson's estate, FASS's bank balance was currently approximately £70,000.

A question was asked regarding the proceeds of weekly cake sales. Mrs Finn confirmed that this money was normally spent on the School library, although the money from some cake sales was used for other specific purposes, such as the recent Bake a Difference cake sale, the proceeds of which were donated to Muscular Dystrophy UK. Mrs Finn agreed to include in an upcoming newsletter some information on how much was raised by cake sales over the year and how the money was spent.

A further question was asked regarding Easy Giving. Laura explained how Easy Giving worked. It was felt that more could be raised for FASS this way. Mrs Finn offered to include something in the newsletter on this and Laura agreed to provide the wording. Laura said that she was considering a stall at this year's Christmas fair called 'Did You Know?', explaining how FASS raised money, how it is spent, and what could be done to increase the amounts raised.

A general discussion followed regarding the difference between FASS and the Maintenance Fund (previously the Angel Fund). Mrs Finn explained the purpose of the Maintenance Fund and that it was run by the Governors on behalf of the School. Laura suggested that the 'Did You Know?' stall at the Christmas fair could remind people that FASS and the Maintenance Fund are separate.

A question was asked whether FASS would be able to fund activities such as a coding club or a chess club. Mrs Finn explained that whilst the School would very much like to have these clubs, clubs of this type were difficult unless they were self-financing. Laura confirmed that FASS would be prepared in principle to consider a request to underwrite the cost of such clubs, including, if appropriate, the cost of paying someone to hold the clubs.

4. School funding requests

4.1. Current requirements

Mrs Finn mentioned that the School had a recurring annual base funding requirement of some £8,500, which was usually paid by FASS to the School in late spring, around the start of the School's new financial year. Brandt confirmed that this payment for 2018/19 had been approximately £8,800.

4.2. Anticipated further requirements for remainder of financial year

Mrs Finn explained that Miss Gray is currently working on the School's development plan. Once this is finalised, the School will have a clear idea of further requests for funding from FASS for the rest of the year.

5. Fundraising

5.1. Quiz evening

The annual quiz evening is due to take place on 8 November. Laura explained that she would check with the class reps, to gauge the current level of interest in tickets. Carter Jonas have donated a case of wine as the first prize.

5.2. Christmas fair

The Christmas fair is due to take place on Saturday 1 December 2018. Laura said that more volunteers to help set up and man the stalls are always welcome. There was a general discussion about the sponsorship arrangements with the local estate agent, Carter Jonas and their boards; Laura commented that Carter Jonas's sponsorship was worth at least £4,000 each year, and that the sponsorship deal required FASS to provide Carter Jonas with 70 addresses twice a year. FASS are not able to retain the previous lists of addresses so a request has to be made each time. Laura thanked all those who participated.

5.3. Promise auction

The next biennial Promise Auction will be in Spring 2018. Laura explained that as the single largest FASS fundraising event, it took a substantial amount of time and effort to organise and that she would therefore be looking to the FASS members to get involved.

6. Trustee and officer appointments

6.1. Reappointments

Alasdair explained that, under the constitution adopted in January, any trustee who was appointed by the trustees, rather than by the general membership, was required to submit to reappointment at the first AGM following their appointment. As both Laura and he had been appointed by the trustees, this requirement applied to the two of them.

It was unanimously resolved that Laura and Alasdair be reappointed as trustee & Chair and trustee & Secretary respectively.

6.2. Deputy chair

Catherine confirmed that she was resigning as trustee and Deputy Chair with immediate effect. The meeting thanked her for her contribution to FASS.

Laura stressed the importance of someone being appointed as Deputy Chair in place of Catherine and asked for volunteers or suggestions for a replacement.

6.3. Requirements for 2019/20 academic year & succession planning

Alasdair noted that the three remaining officers of FASS were all parents of Year 5 pupils and would therefore not be eligible to remain as trustees or officers for much longer. He emphasised the importance of finding suitable and willing successors who could come on board early enough to allow for a handover period before the current officers stood down. Brandt also commented that the administration of Ann Richardson's legacy would be an ongoing project for a few years, and so it would be ideal to have new officers who could be in place throughout that time so as to ensure continuity.

7. Any other business

It was noted that attendance at the meeting was low, and it was asked what could be done to improve attendance. Laura and Vanessa explained that attempts had been made in the past, including holding meetings in the evening and/or at a different venue, but those attempts had not been successful. It was agreed that the trustees would consider how to elevate awareness of FASS meetings and consider again having an early evening meeting in school to see if that yielded higher attendance

Mrs Finn thanked FASS for all their work throughout the year and particularly with the recent FASS donation to the cost of the African Activities Day.

Laura Jane Cuckley
Chair