



KWAF Annual General Meeting **23 January 2023**

Attendees:

Ellie Renshaw (ER)
Michelle Quinn (MQ)
Clare Toms (CT)
Judy Lane (JL)
James Bullock (JB)

Apologies:

Carole Cross (CC)
Jo Day (JD)

I. Sign-off of last minutes - MQ

Discussion:

It was agreed that everyone was happy with the minutes from the last meeting and that they should be published as long as the wording was suitable for the transfer of Treasurer role from AB to JL.

Actions:

MQ to send wording to AB and JL to approve and then to DI to upload latest minutes to the KWAF page of the website.

II. Finance Update

- a) Performing Arts department have approval to use £5k donation on 1) piano (inc refurbishment), 2) drapes and 3) (new) remaining funds to be utilized for a Samba set for KS3
- b) £400 to be donated towards the 'Neurodiversity Umbrella Project for Education' (<https://www.adhdfoundation.org.uk/what-we-do/neurodiversity-umbrella-project/neurodiversity-umbrella-project-for-education/>)
- c) Pack of 10 A4 acrylic poster stands to be purchased for KWAF use – expected amount c£30
- d) Handover of Treasurer responsibilities from Adam Badi to Judy Lane is still in progress
- e) It was resolved on 23 January 2023 that Judy Lane, Treasurer of KWAF, should be added to the bank mandate for Metro Bank, address, sort code and account number. Judy Lane will be a signatory on the account and also have access to online banking. The existing authority limits remain unchanged. This motion was proposed by Ellie Renshaw and seconded by Michelle Quinn.

III. Update on events held

Discussion:

Fireworks – raised c£6,000. There is potential for sponsoring tents at events in the future



Raffle – raised c£2,500. The raffle should be further promoted at a school event such as the winter showcase.

Wreath Workshops – raised c£1,000

Action:

Any feedback or ideas following the events should be added to the tracker – All

IV. Upcoming Events:

Discussion:

- Year 7 Disco on 3 March - CT is prepared for the event and has gathered several helpers to support it.
- Comedy Night on `16 March – Cost is £10 per ticket. Agreed bar only and no food but could trial platters of food in the future. Seating to be cabaret style with round tables filling the hall.
- Founders Wall – There will be a push for more remaining brick orders to fill the remaining wall.
- Fireworks – This event was a huge success and it was agreed that it should be held again on Friday 3 November.
- New events: JB proposed KWS Does Strictly and a Summer Festival to wrap around an Arts Week in the school summer term calendar and for KWAF to support. The idea for a school ball was also put forward. It was agreed that KWAF would support the Summer Festival on 14 July 2023 and this event will be a live music festival. The Ball was ruled out due to the current cost of living crisis.

Action:

- Speak to Chris Burke about making programmes and to promote the comedy event to teaching staff - JB
- Working groups need to be put together to support and finalise details for Comedy Night, Founders Wall and Fireworks. ER/MQ
- Encourage people with expertise in committee sponsorship and communication to support KWAF. Send out call to arms – CT
- Send list of latest committee members for KWAF to DI - MQ

V. Upcoming KWAF Dates:

Event	Date
Year 7 Disco	3 March
Comedy Night	16 March
Non-school uniform day	31 March
Low Bang Fireworks	3 November

Next Committee Meeting – 28 March 2023