

## MINUTES FROM FSA AGM MEETING (29/9/2014)

**Present:** Gillian Phillips, Alexia Hodgson, Lucy Butterworth, Fabienne Canale, Alison Gold, Francesca Weisman, Fi Grainger, Louise Gluckstein, Chris Roche, Daniela Topham, Naheeda Syed, Brian Walshe, Eugene Boyle, Anne Keogh, Michael Egunjobi, Helen Antony, Sarah Needham (Chair), Sarah Reavley, Miriam Clark.

**Apologies:** Vanessa Bell, Gill Ward, Jo Dodd, Carolyn Droussiotis, Duncan Bonfield, Margo Wickens, Vanessa Wilkinson, Marcus Gordon, Marcella Hampson

### 1 President's Address

Helen Anthony gave an interesting presentation highlighting recent achievements eg pop ups and flash mobs from last year and the new year objectives including; aiming for 97%+ attendance, reduction in litter and 0% permanent exclusions. Main initiative this year is 'the two minute school', which is about encouraging everyone at Fortismere to give just two minutes a day to their environment to try and improve it. Slides inserted at end.

### 2. Elections of Vice Chairs, Treasurer and Secretary

- Lucy Butterworth and Fabienne Canale were elected as joint Vice Chairs.
- Miriam Clark was elected as Secretary.
- Brian Walshe was elected Treasurer.
- The constitution requires 10 committee members. The following were elected as committee members at the AGM: Fi Grainger, Louise Gluckstein, Chris Roche, Sarah Reavley, Alexia Hodgson, Francesca Weisman, Naheeda Syed. Role descriptions were circulated for committee members.
- The following are current committee members and will be asked to stand again and voted upon at the next meeting: Vanessa Bell, Antony Wright, Gill Phillips

### 3. Treasurer's Report

Eugene Boyle presented two sets of accounts for year end 2013 and year end 2014, both of which have been checked and were accepted at the AGM and approved to be presented to the Charity Commission. From the accounts: *"Total income for the year was £73,115 slightly down on £78,613 in 2013. Donations from parents reduced from £13,933 in 2013 to £9,231 in 2014. The FSA organised a range of successful events during the year. These included the Fortitude Festival, Fireworks night, Strictly Fortismere, Comedy Night, and the two quiz nights. The success the FSA has enjoyed this year and the increase in income generated can be attributed to the enthusiasm and hard work given freely by many parents, teachers and administrative staff of the school."*

*Main purchases/donations by the FSA in 2014: Netball courts, gates, laser Cutter etc (also from 2013 £8,446), Hockey Goals (£3,857), Theatrical Lighting (£2,984), Apple Mac Computers for art department (£2,951), MFL Go Chinese or Yabla (£2,882), New River Teaching Research (£2,620). In total, £48,646 of funds raised were given to the school for the bids by the FSA. Full set of accounts and reports attached.*

Eugene proposed that the meeting approve an immediate discretionary fund of £5,000 for the Head to use straight away for pupils in need. This was approved. The rest of the agreed funds will be approved and allocated at the bid meetings in November. Eugene was thanked for all of his hard work as treasurer.

### 4. Chair's Report

Report from Sarah Needham, text attached

### 5. Proposing this year's events:

Discussion about events that are being developed for this year, agreement that not all events should be run just to raise money, community inclusion also a high priority for the FSA. Events include:

- **Fireworks** (underway)

- **Art exhibition** managed by art department: Students (all, not just art?) are given the opportunity to rehearse for their own exhibitions, plus include parent artists and local community artists. Ways to fund include: could send in fee to exhibit, have a paid for bar, take a % of sales of the artwork sold (would sell prints of student work, not originals), and people can donate artworks for a (blind) auction and formal bidding. Can also ask around/look around in charity shops for art to display/sell. To be discussed further
- **Quiz night** (underway, now agreed to be end of January. Tas to organise, hopefully with Steve Pemberton MC again.
- **Photobooth pop up** for students, pay per photo, to include props/outfits etc. Photography A level students to run?
- **Fortitude:** format to be discussed, eg prices to include one activity? One adult one child free? Sponsorship (Lucy and Fabienne to manage), many things very successful last year, but also a few disasters with unsupervised kids, some thoughts included: Cycle maintenance and marking event (Chris Roche), charity shops to take tents, 'Fortismere's got talent' – auditions beforehand? Or anyone (including parents) to perform? Dog show very successful etc etc

#### 6. A.O.B

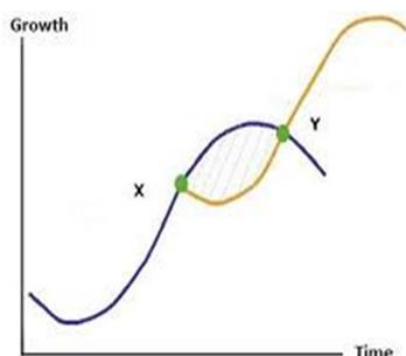
Eugene B. mentioned that approval for bank mandates was needed for Brian, Lucy and Fabienne, and to remove Sita and Lindsay and this was approved.

**Date of next meeting (which will deal with approval for teacher's funding bids) set as 17<sup>th</sup> November, 6pm - 8.30pm - conference room, 1st floor, South Wing.**

Head teacher's presentation:

Welcome back!

## The two minute school



### The Sigmoid curve

- Two minute challenge-the most significant changes and their impact
- BFL, Lanyards, Vertical system, Enrichment, student leadership team....



### Each year we set out on a new voyage

- We can never predict the political storms, currents that threaten to pull us off course or when tides might turn

### A different year ahead

- Last year, we faced the pressures of external political forces e.g. 'to early enter or not to early enter' and many more besides



Timely and well planned changes and interventions  
bring rewards and so it was again this year...

- KS5
- A2-66% A\*-B
- AS best ever at 57% A\*-B
- Oxbridge/Medical/Dental/Veterinary our best ever!!!
- KS4
- 82% 5+A\*-C inc M+E ( UP!!!!)
- 87% 5+A\*-C ( UP !!!!)
- 48% A\*/A (UP!!!!)
- 59% EBAC ( UP!!!!)

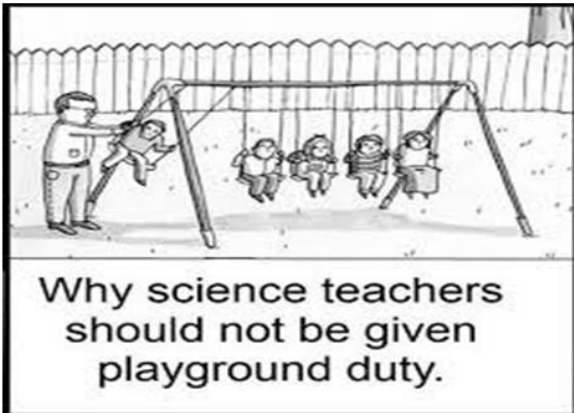


### In this profession...

- 'The soul is healed by being with children.'  
Dostoyevsky

**Teacher:**  
"Why are you talking during my lesson?"

**Student:**  
"Why are you teaching during my conversation?"



Fortismere is fabulous but....

## Our core business for the year ahead

- Reputation- **95%** Good or Outstanding Teaching and Learning
- Inclusion-Attendance 97+% reduction in litter, 0% permanent exclusions
- Standards- KS4 85+% 5+ A\*-C inc M+E, 90+% 5+A\*-C, **50+% A-A\***, KS5 70+% A\*-B NB LAST YEAR before Progress eight
- Every child progressing and enriched- **Progress of pupil premium**, SEN students and statistically vulnerable groups will be at least equal to school average. All students will participate in enrichment
- Structures- **Development of site and accommodation to provide a fit for purpose learning environment.** Budget effectively deployed and managed

## Tetherdown on a good day?



After lunch and break.....



We may not manage this....





But in two minutes.....

- 1700 students
- 200 staff
- What might be possible?

Let's see!



### Report and Accounts 2013 and 2014:

#### FSA - Summary Income, Expenditure and Balances - 01 Sept 2013 to 31 Aug 2014

<b>Fundraising Activities</b>	<b>Income</b>	<b>Expenditure</b>	<b>Profit</b>
Regular Parent Donations	9,231	216	9,015
See Tickets	820		820
Bonfire Night	19,718	10,495	9,223
Comedy Night	2,560	1,210	1,350
Strictly Fortismere	5,348	2,090	3,258
Quiz Night 2014	2,014	250	1,764
Fortitude 2014	28,718	16,459	12,259
Fortitude 2013	400	381	19
Pub Quiz 2013	2,203	859	1,344
Christmas Raffle 2013	1,750	304	1,446
Other	335	377	-42
Interest	18	0	18
<b>Total Income / Expenses</b>	<b>73,115</b>	<b>32,641</b>	<b>40,474</b>
<b>Charitable Expenditure</b>	<b>Bid No.</b>		
Drama: Theatrical Lighting	1	2,984	
Music: Music Stands	3	1,030	
DT	4	644	
CPD Innovation Materials	5	756	
Biology: Med Soc	6	500	
Maths: Tablet Computers	7	1,943	
Library: Authors, Poets, Courses and Books	8	2,063	
Fortismere Music Centre: Staging	9	2,276	
Art & Photography: Apple Mac Computers	11	2,951	
Science: Doodle Learn	12	2,239	
PE: Hockey Goals	13	3,857	
Vivo	16	725	
New River Teaching Research	17	2,620	
MFL: Go Chinese or Yabla	18	2,882	
Gardens: allowance	19,5,26	915	
Government and Politics	20	437	
Classics: Reading Materials	21	197	
Sign Language Exam Fees	22	940	
Ink Magazine	24	0	
LINC: Interactive White Board	26	1,439	
ICT: Raspberry Pi	28	853	
Dance: Step Into Dance	29	450	
First Aid: CPR Dolls	31	499	
Head's Discretionary Fund	32	7,000	
Other & L Year: Netball court, Gates, Lazer Cutter etc		8,446	
		48,646	
<b>Reversal of Last Year's Accrued Charitable Expenditure</b>			
PE: Netball / Tennis Court refurb		-3,000	
Tech: Laser Cutter		-5,000	
<b>Total Expenditure</b>			<b>-40,646</b>
<b>Net Income / (Expenditure)</b>			<b>-172</b>
<b>Bank Account Balances at 31/08/2014</b>		<b>54,539</b>	
<b>FSA Reserves at 31/08/2014</b>		<b>54,539</b>	
<b>FSA Reserves at 31/08/2013</b>		<b>54,712</b>	

Fortismere School Association

Report and Accounts – 31 August 2014

Trustees

S Needham  
E Boyle  
L Fowler

Registered Charity Number: 801227

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	3.	Independent Examiners Report
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	5.	Balance Sheet
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### **Trustees Annual Report**

**Year ended 31 August 2014**

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 August 2014.

### **Reference and Administrative Detail**

Registered charity name  
Charity registration number

Fortismere School Association  
801227

### **The Trustees**

The trustees who served the charity during the period were as follows:

Ms S Needham  
Mr E Boyle  
Ms L Fowler

### **Structure, Governance and Management**

The Fortismere School Association, (FSA), is an unincorporated association governed by a constitution. The FSA is run by trustees, who are appointed for a 2-year term. New appointments are made at the annual general meeting.

### **Objectives and Activities**

The objectives of the FSA are to advance the education and wellbeing of the pupils of Fortismere School by:  
Supporting and encouraging the aims of the school  
Providing and assisting in the provision of facilities for education and leisure.  
Acting as a co-ordinating body for parents, teaching and non-teaching staff and governors and members of the community.

### **Achievements and Performance**

Total income for the year was £73,115 slightly down on £78,613 in 2013.  
Donations from parents reduced from £13,933 in 2013 to £9,231 this year.  
The FSA organised a range of successful events during the year. These included the Fortitude Festival, Fireworks night, Strictly Fortismere, Comedy night, and two Quiz nights  
The success the FSA has enjoyed this year and the increase in income generated can be attributed to the enthusiasm and hard work given freely by many parents, teachers and administrative staff of the school.

### **Major items funded included:**

	£
Drama: Theatrical Lighting	2,984
Music: Music Stands	1,030
DT	644
CPD Innovation Materials	756
Biology: Med Soc	500
Maths: Tablet Computers	1,943
Library: Authors, Poets, Courses and Books	2,063
Fortismere Music Centre: Staging	2,276
Art & Photography: Apple Mac Computers	2,951
Science: Doodle Learn	2,239
PE: Hockey Goals	3,857
Vivo	725
New River Teaching Research	2,620
MFL: Go Chinese or Yabla	2,882
Gardens: allowance	915
Government and Politics	437
Classics: Reading Materials	197
Sign Language Exam Fees	940
Ink Magazine	-
LINC: Interactive White Board	1,439
ICT: Raspberry Pi	853
Dance: Step Into Dance	450
First Aid: CPR Dolls	499
Head's Discretionary Fund	7,000

### Fortismere School Association

#### Trustees Annual Report

##### **Responsibilities of the Trustees**

The Charity's trustees are responsible for preparing the Trustees Annual Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice).

Charities law requires the trustees to prepare accounts that give a true and fair view of the state of affairs of the charity and of its income and expenditure for the financial year. In doing so, the trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity to enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the trustees

S Needham  
Chair



Date: 22-9-2014

## Independent Examiners Report to the Trustees of Fortismere School Association

I report on the accounts of the charity ended 31 August 2014 set out on pages 4 to 6

### **Respective responsibilities of the Trustees and Independent Examiner**

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### **Basis of the Independent Examiner's Statement**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**


In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records are kept in accordance with s. 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Christopher Dale ACA  
49 Midhurst Avenue  
London  
N10 3EP

Date: 23 Sept 2014

## **Statement of Financial Activities**

Year ended 31 August 2014

	<u>Total funds</u> <u>2014</u> <u>£</u>	<u>Total funds</u> <u>2013</u> <u>£</u>
<b><u>Incoming Resources</u></b>		
Incoming resources from generating funds:		
Donations	9,231	13,933
Activities for generating income	2 63,866	64,662
Interest received	18	18
Gift aid directly reclaimed from HMRC	0	0
	<u>73,115</u>	<u>78,613</u>
<b><u>Resources Expended</u></b>		
Charitable activities	(40,646)	(54,457)
Cost of events etc	(32,641)	(29,765)
	<u>(73,287)</u>	<u>(84,222)</u>
<b>Net incoming/(outgoing) resources</b>	<b>(172)</b>	<b>(5,609)</b>
Total funds brought forward	54,712	60,321
Total funds carried forward	<u>54,540</u>	<u>54,712</u>

## **Balance Sheet**

31 August 2014

	Notes	<b><u>2014</u></b>	<b><u>2013</u></b>
			<b><u>£</u></b>
<b><u>Current Assets</u></b>			
Cash at bank and in hand		54,540	62,712
Debtors	4	0	0
Creditors & Accruals:			
Amounts falling due within one year	5	0	(8,000)
Net Current Assets		<u>54,540</u>	<u>54,712</u>
<b><u>Funds</u></b>			
Unrestricted income funds		54,540	54,712
Total Funds		<u>54,540</u>	<u>54,712</u>



### **Notes to the Accounts**

Year ended 31 August 2014

#### **1 Accounting Policies**

##### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities Act 1993.

#### **2 Incoming Resources From Activities For Generating Funds**

(Gross income before expenses)

	<b><u>2014</u></b>	<b><u>2013</u></b>
	<b>£</b>	<b>£</b>
Bonfire Night	19,718	28,142
Fortitude Festival	28,718	25,493
Other events	15,430	11,027
	<u>63,866</u>	<u>64,662</u>

#### **3 Staff Costs and Emoluments**

No salaries or wages have been paid to employees, including the members of the committee, during the year.

#### **4 Debtors**

<b><u>2014</u></b>	<b><u>2013</u></b>
<b>£</b>	<b>£</b>
0	0
<u>0</u>	<u>0</u>

#### **5 Creditors: Amounts falling due within one year**

	<b><u>2014</u></b>	<b><u>2013</u></b>
	<b>£</b>	<b>£</b>
Amounts owing re Summer Fair/Fortitude	0	0
School projects payable after year end	0	8,000
	<u>0</u>	<u>8,000</u>



#### Chair's Report 2013-14

This time last year we were looking at a new FSA team, with a new Vice Chair and Chair and here we are again with two new Vice Chairs, as Lindsay's son has moved school and a new Treasurer, as Eugene has done his two years, and a new secretary as Gill Cowell has also completed her two years. Thank you so much to all of them. I very much enjoyed working with the old team and look forward to starting with the new one we have elected.

My commitment to you last year was to make the FSA more inclusive, and to build our volunteer base. We have gone some way to doing that, with the establishment of Y7 Receptions, we had our second this year, which was again a success, and with the three free events for people who volunteer at paid events so that they get time to socialise too not only with a moneybelt tied round their waist. We have also published a regular FSA newsletter with the school one.

So we had two pub nights and a picnic and the Y7 Receptions, which were run on a no/low profit basis for the purpose of building our school community inclusively. We still have work to do in this area, and the biggest challenge is communication.

Please do read the FSA newsletter and join the website, you can find it through the school website <http://fortismereschoolassociation.ning.com/>

We also have had a great year fundraising, as you will have heard from Eugene, once again with a bank balance ending the year at around £50k. This is thanks to all the people who do volunteer to organise and help at events.

We have also had a lot of fun, the Fireworks were explosive, The Quizzes a challenge, the pub nights sociable. At Strictly it was hard to clear the dance floor at the end it was such a success, the Comedy night was truly funny, and Fortitude ended in a splash! I can just about laugh about that now.

We are so fortunate in our school team in the support they give us, the site team are always there for us, helping directly with events. The finance and Admin team give us incredible support. We have had starring roles at Strictly from any number of staff, the music and drama departments have provided us with performers venues and equipment, the Head has been a behind the scenes support and has attended most of our events.

We are lucky to be part of this team, just as our children are lucky to be at this school. I look forward to hearing from the inspiring teachers who work with our children at the Teacher's Bids meeting, which is where you get to decide how we spend the money we have raised.

Whether you have time to give or not you can add to our funds by registering with Justgiving and clicking on the Fortismere School Association link and choosing how much you would like to give. Please do. <https://www.justgiving.com/fortismereschool/>

Sarah Needham  
Chair  
Fortismere School Association