



MESPA Annual General Meeting 19th October 2023 18:30 – 19:30

Attendees
Peter Ainsworth
Fareed
Jonathan Newton
Olena Hulakova (Treasurer)
Sabeen Ali (Secretary)
Carolyn Simpson
Ben Garner (Assistant head teacher)
Apologies:
Ian Aitken, Waseem Zakir (outgoing chair)

Welcome

Apologies and attendance (see above)

Introduction:

Introduction to new committee members –

The Chair explained the function of the committee and the role of MESPA.

Agenda Item: Approval of Minutes from prior meeting

1.	Previous Meeting minutes were agreed by all as read. - No amendments were made
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Agenda Item: Appointment of Committee Members

2.	Waseem stood down as Chair of MESPA. After several years of dedicated work as both chair and painting coordinator the committee expressed their gratitude to Waseem. Sabeen expressed her wish to step down as secretary. Peter was nominated to be chair which was seconded by more than 2 committee members. He was then appointed as the chair of MESPA. Carolyn was nominated to be secretary which was seconded by more than 2 committee members. She was then appointed secretary of MESPA. Fareed offered to become painting coordinator along with Peter.
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Agenda Item: Treasurers Report by Olena Hulakova

3.	We had £3728k income in 2022/23. Of which: Gift aid donations: £1165 Tax reclaim: £672 Easy fundraising: £657 School lottery: £1214 Amazon Smile: £19 £9560 was given to the school in donations
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Agenda Item: Funding Requests by School Departments

4.	There was only one funding request presented. JN informed committee that Ms Bhattacharjee has asked for funds for an autoclave and 3 binocular microscopes. The committee asked Jonathan to find out the cost of these and we will vote at the next meeting.
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Any other business

5.	Assistant Headteacher Ben Garner introduced himself and explained he has been tasked with improving parental involvement at the school. Peter explained how he had given a short presentation at the new year 7 parent's information evening in September to raise awareness of MESPA and to encourage parents to sign up to make regular donations. Some donation forms were successfully completed by new parents.
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Date of next MESPA Meeting

Thursday 18 January 2024 at 6.30pm

Action Log

No.	Action Raised	Responsibility
	Enquire from Mrs Bhattacharjee the amount of funds needed to buy the items she requested.	Jonathan Newton