

KCEP AGM FEBRUARY 28th 2022.

(Teams online meeting)

Present:

Mark Jones

Nick Brazil

Pat Reid

Ewen McLaughlin

Jonathan Oakes

Apologies:

Ian Peabody

Mathew Ward

1. KCEP AGM formally approved the charity's constitution and charter with five trustees in attendance.

The role of chairperson for 2022-3 was discussed as Nick Brazil is no longer a full time member of college staff.

The trustees thanked Nick for the considerable help and support he has given to the project since its inception in 2006. The Principal offered to take the role as an interim measure for a year which was agreed by the

trustees. Nick is happy to remain a KCEP trustee.

Roles for 2022-3:

Chair – Mark Jones

Treasurer – Ewen Mc Laughlin

Secretary – Pat Reid

(It was noted that Tom Snelgrove had resigned as a trustee because he was no longer an employee of Gower College Swansea.)

The charter was updated and approved.

Trustees can be added during the year and NUS and student representatives will be added as needed.

The charter will be submitted in a few months with an updated register of trustees and the minutes of this meeting.

2. The annual accounts were approved.

Ewen and Pat had transferred the remaining monies in the account to our two Project teachers via MoneyGram in January this year.

Ewen reminded trustees that college staff can still do direct debits to the KCEP bank account if desired.

It was agreed that an interim meeting was needed half way through the year to review accounts and fundraising.

3. Fundraising.

Jonathan raised the problem of risk assessments for outdoor activities under current Covid restrictions.

Mark suggested that Comic Relief fundraising methods could be borrowed – a few weeks after Comic Relief has finished – and will chat with Jonathan and Matthew about this in due course.

Marketing and publicity within college should be aimed at raising awareness among students and staff of the KCEP and its aims – for example, by having stalls in the foyers of both campuses and/or having students “cycle” from Nairobi to Madungu Primary School.

A volunteer student committee or “operational group” needs to be formed and should be effective in driving this forward. It was agreed that a calendar of annual events was very important.

Action Point.

Pat will draft an email to be approved by the Principal with the aim of getting staff and students to come up with fundraising ideas for a small scale activity this side of Easter and then plan for the longer term after that.

Action Point.

Pat will draft an email to send to Madungu Primary School’s headteacher Martin Otieno and our two teachers Michael and Daniel.

AOB.

No further matters were raised and the meeting was duly closed.



Charity Name Kenya Community Education Project	No (if any) 1163597
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Receipts and payments accounts

For the period from	Period start date 28/02/2021	To	Period end date 28/02/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	2,175	-	-	2,175	4,357
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2,175	-	-	2,175	4,357
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,175	-	-	2,175	4,357
A3 Payments					
Transfer	3,125	-	-	3,125	3,633
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	3,125	-	-	3,125	3,633
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,125	-	-	3,125	3,633
Net of receipts/(payments)	- 950	-	-	- 950	724
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	999	-	-	999	275
Cash funds this year end	49	-	-	49	999

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		49	-	-
		-	-	-
		-	-	-
	Total cash funds	49	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	