

MINUTES OF THE KCEP AGM
Held on Thursday, 22 June 2023, 5.30pm
Principal's Office, Gorseinon

Present: Mark Jones (Chair)
Ewen McLaughlin (Treasurer)
Pat Reid (Secretary)
Ian Peabody
Jonathan Oakes
Nick Brazil

Apologies: Matthew Ward

1. Minutes of previous year's AGM	
The minutes of the meeting on 28 th February 2022 were approved as a true and accurate record of the meeting.	
2. Constitution - Accounts NB outlined that the charity continued to follow the Model Constitution of the Charity Commission for England and Wales - and that no amendments were needed. MJ to review EMcL presented Receipts and Payments accounts for the year from 1 st April 2022 to 31 st March 2023 - showing Receipts of £1997 and Payments of £1850 and cash funds of £214 as at 31 st March 2023. These were both approved by the Trustees.	MJ
3. Retirement of Treasurer PR, IP and NB all formally confirmed that they would be stepping down as Trustees. MJ thanked them for their contribution and commitment to the Charity especially PR and IP who had been Trustees since the charity was set up 20 years ago. MJH presented all 3 with a small gift to thank them for their contribution.	
4. Trustees MJ, EMcL and JO confirmed that they were willing to stay on as Trustees. MJ said that he was willing to stay on as Chair for a further year - and nominated EMcL as the new secretary. MJ suggested that the Treasurer role be picked up by one of the Finance managers within the College - and whilst this has still to be agreed, he confirmed that he had initial discussions which had been positive - and he will look to confirm the name asap.	

	<p>All of the recommendations were approved.</p> <p>It was noted that signatures on Bank account etc would need to be changed.</p>	MJ
5.	<p>Overview of plans for 2023/24</p> <p>MJ said that he would aim to call a meeting of the 4 remaining Trustees with the next 2 weeks. This meeting would:</p> <ul style="list-style-type: none"> i) Include a discussion on arrangements for transferring funds to the school. ii) Include names of 'volunteers' from across the College who are looking to help. MJ said that he is also looking to co-opt 3-4 people (including a Treasurer) and would hopefully confirm this before the next meeting. iii) Plans for 2023 – 2024 include: <ul style="list-style-type: none"> - x Trustees meetings – one at the end of each term - 1 working group focussing on fund raising, to include: working with Welsh Bacc students arrangements for Freshers Fayre/Tutor packs possible facebook page - 1 working group focussing on proposed trip in the summer of 2024. <p>We will look to allocate names to all of these groups and will need to identify a Chair.</p>	
6.	<p>Update on plans for trip in the summer of 2024</p> <ul style="list-style-type: none"> - Contact made with Game Tracker - Awaiting announcement of possible funding in July - Funding to potentially cover flights – week 1, with week 2 (safari) to be paid for individually <p>IP pointed out that Kenya Government potentially offers discounted safari rates for students.</p> <p>Guidance needed for students – PR and offered to speak to students on trip.</p>	



Charity Name Kenya Community Education Project	No. of funds 165597
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CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/2022	To	The period end date 31/03/2023
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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	1,997	-	-	1,997	2,175
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,997	-	-	1,997	2,175
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,997	-	-	1,997	2,175
A3 Payments					
Transfer	1,850	-	-	1,850	3,125
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,850	-	-	1,850	3,125
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,850	-	-	1,850	3,125
Net of receipts/(payments)	147	-	-	147	950
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	67	-	-	67	1,017
Cash funds this year end	214	-	-	214	67