



## **Thomas Tallis Parent Teacher & Friends Association**

### **ANNUAL GENERAL MEETING**

**1st November 2019 9-11pm in The Gallery**

#### **AGM AGENDA**

1. Introductions & Apologies for absence
2. Minutes of previous AGM
3. Chair's report
4. Financial report
5. Election of committee
6. Other business
  - a. Domenica Bartoli and the School Council presentation
  - b. Cheryl Campbell (Business, Finance and Operations Director) to discuss Catering and Sustainability
  - c. Carole Destre - Waste & Streets Advisor, Royal Borough of Greenwich to discuss sustainability
  - d. Events / Ideas
  - e. Date of next meeting.

## **1. Attendance & Apologies:**

Attendees: Angie Elder (PTFA Chair), Mette Pederson (PTFA Secretary), Kathy Moss (PTFA Treasurer) Jacqui Knifton (Parent), Tanaz Assefi (Parent), Cosma Papouis (Parent), Auriol Macer-Wright (Parent), Helen Saunders (Past Parent), Victoria Cranna (Parent), Laura Nolan (Parent), Catherine Ashcroft (Parent)

Cheryl Campbell (Thomas Tallis Business/Finance/Operations director),

Carol Destre (Royal Borough of Greenwich),

Domenica Bartoli (Thomas Tallis School Council Teacher)

School Council reps:

Harry Marcus, Ella Morgan, Amber-May Bawden (yr8), Elizabeth Knappett (yr13)

Apologies: Catharine Wardle (Parent), Ian Wright (Parent), Clara Daly (Parent)

## **2. Minutes of previous meeting:**

Apologies were made to all present that the previous minutes from the 2018 AGM which was on Wednesday 10th October were unfortunately unable to be located due to them having been completed by a past member of staff and not uploaded to the school website. However another member managed to locate some hand written notes which support that whilst last years AGM was not very well attended, there were 8 people present meaning we achieved Quorum. The AGM part of the meeting was very short, consisting of the Reports and re-election of the Main committee posts. The rest of the meeting was planning the upcoming events and discussion around uniform recycling/2nd hand sale, which we action at the beginning of this year to great success . Please see brief summary minutes attached. Copy of the AGM notes available upon request.

## **3. Chair overview:**

Please see the 2018/19 report attached.

## **4. Financial report:**

Please see the 2018/19 report attached.

Summary

£1449 income, £579 payments in the year.

£2710 brought forward.

Total funds £3580.

Proposed by Kathy Moss, Seconded Catherine Ashcroft

## **5. Electing off Officer roles:**

It is confirmed that 15 people were present at the AGM and therefore Quorum was achieved.

**Teacher rep: - Tom Williams**

proposed by Angie Elder, seconded Laura Nolan

**Chair: Angie Elder**

Proposed by Kathy Moss, Laura Nolan

**Treasurer: Kathy Moss**

Proposed by Catherine Ashcroft, Seconded by Jacqui Knifton

**Secretary: Mette Pederson**

Proposed by Laura Nolan, Seconded by Jacqui Knifton

## 6. Other Business

### 6a School Council Presentation:

4 members of the School Council joined us and made a very confident and professional presentation on who they were, how the School Council operates and what they have been working on. The SC's presentation is (attached)

- A Recent Pupil Opinion Poll showed that the most popular topic was:  
**To become more environmentally Friendly** with the **Upgrading/fixing and getting more Water Fountains** coming in second place.
- They have been liaising with Tetra pak <https://www.tetrapak.com/packaging> and have got 2 recycling initiatives underway

**Crisp packet recycling bin** - a requirement of this was that it had to be in a location which is accessible to the general public. Therefore, this will be located in the Reception of the Sports facility (Better) and will hopefully arrive shortly.

**Pen recycling bin** - This has a cost of £250 to purchase as it needs to be specialised. The PTFA discussed and agreed by those present that this was something we could help pay for and it has therefore been pledged to the School Council. **PTFA Treasurer to liaise with Cheryl.**

Parents raised the point that we could be missing out on the collection of many crisp packets from within the school population due to the bin having to be located in the Reception of the Sports facility building and suggested that perhaps we had our own recycling points that the students could be involved in emptying regularly into the main collection bin.

It was also noted that obviously we need to be careful not to endorse the excessive consumption of crisps just to fill the recycling bin!

AE to also share Ink Cartridge collection company

The 6th Former present stated that since joining Tallis for the 6th form she has already started Lobbying G4S to facilitate recycling more in school, organised a Climate Change March in school to give those wanting to support the cause but not take time out of school to participate and specifically wanted to thank Thomas Tallis for being such an open and supportive school, something she was pleasantly surprised about and very thankful for! She highlighted that we are in an age of Social Media and that this is the way forward to get momentum and that Twitter shaming is becoming a way to get companies to stand up to the values that they put out in their company reports.

Angie passed on apologies from G4S who are keen to get involved but felt that they needed to observe the process that is already in place for liaison between the school, G4S and the Royal Borough of Greenwich which needs to be followed first.

Tom Williams stated that the Senior Leadership Team are very much for improving environmental impact of our school in regards to sustainability and that when the systems are in place to get things moving they will support it 100%.

TW informed everyone that Additional water fountains are already being looked into following the successful introduction of the freestanding ones the School Council lobbied for recently.

The Pupils stayed with us taking part in the discussions and we commended them for their enthusiastic work so far and we agreed to support them in every way we could. Their next aim is to lobby G4S and other bodies by way of getting petitions up and running.

## **ACTIONS:**

**School Council** - Organise a Tutor group petition, and share the petition objectives with the PTFA  
**PTFA** will then facilitate a parent petition on behalf of the School Council

**AE** to share Ink Cartridge recycling info

**KM** to liaise with CC to provide payment of Pen recycling bin.

## **6b. Carole Destre (Waste & Streets Advisor, Royal Borough of Greenwich )**

Carole very kindly visited us today after trying to become involved with Thomas Tallis for quite a while. She commended the School Council on their work and highlighted that she has been working with other schools such as Eltham Hill and John Roan and specifically Crown Woods (which is also a G4S maintained school) so there are lots of sharing opportunities in the pipeline and she was very happy to assist Thomas Tallis going forward.

She has arranged a date in January to get all the Eco-leads from each school together for sharing, collaboration and action, covering everything from tackling plastics, recycling bins to Food Waste. Carole will liaise with Domenica Bartoli to get Tallis involved and to make contact with Crown Woods school in particular.

Carole had many resources to share, many are currently aimed at primary school initiatives but can easily be transferable to Secondary.

## **Recycling Bins**

### ***Recycling Collection bins for general school areas:***

Carole was asked about recycling bins for the general school area to encourage kids to sort their waste.

Carole highlighted that to make this effective it needs to be implemented alongside raising awareness and educating the kids on why cross contamination of wastes is counterintuitive.

She offered to come into school to give talks which was gratefully received by Tom Williams.

Carole informed us that the Recycling bins are free

Cheryl (Thomas Tallis Business, Finance and Operations Director) however informed us that there will be a cost to the school from G4S for the extra time required to empty and sort additional bins.

Cheryl Campbell (TT) informed everyone that this has already been put to the necessary parties involved and she has recently chased G4S for their quote so that the school can begin to see how the costings could be managed.

Carole was asked about other types of collection bins and below are a few that the Royal Borough of Greenwich could initially help with:

### **Textile collection bin:**

Carole (RBG) - Yes they can provide one via their partner SOEX and they can raise £200 on average per Ton. We would just need to locate a space where it can be accessible for donation and collection purposes. AE highlighted that it would be well used as the school premises is used by other groups such as a church on Sundays and the sports building is used out of school hours

and at weekends by Better (Sports facilities via GLL). Therefore access for the surrounding community could be achieved.

**Oral hygiene products bins** - toothbrushes, toothpaste tubes etc,  
**Animal food pouches** are other initiatives that can be provided.

Mette also informed us that things such as Mascara wands etc can also be collected and passed on to a local shop in lee that collects them.

Carole (RBG) said that there are many social platforms that share the location of collection points in the local communities and that having one at Tallis would be a great opportunity to provide our local community with a drop of point.

AE put it to Carole that the PTFA would like to champion Thomas Tallis as being a local collection point with in our community and therefore would like to expedite the application to have the Textile bin as a starting point. **Cheryl to take forward.**

Carole also raised the problem of the Fast Fashion industry with a high turn over of clothes between the 16-30 age range.

Ideas were discussed to perhaps have:

A clothes swap shop on 'Own Clothes day'

A parents clothes swap shop for fundraising?

An up cycling event where kids can learn how to mend, embellish or turn their clothes in other things.

### **Other ideas**

The idea of Eco bricks was raised by a parent who sent a link to the PTFA email account prior to the meeting. This was something that many people at the meeting were familiar with. There was feedback on the scheme from Catherine Ashcroft who's primary school had tried the scheme. Feedback was that it was very labour intensive, needed close monitoring to make sure that only un-recyclable materials were used to fill the bottles and that they were 100% clean and dry to avoid mould growth. There was also an issue finding anyone who was able to collect the donated bricks to put them to use as the system was overloaded and therefore the hard effort couldn't be capitalised on. Carole (RBG) supported the feeling that it was quite labour intensive, and that whilst a great idea, you need so many of them to doing anything substantial. The scheme has previously lent itself well to primary schools, making small chairs, tables etc. She also highlighted that in primary schools much of the donations were via parents and the kids appear to be more engaged. Angie suggested that perhaps it could be something to pass onto the DT dept. to see if the idea could be incorporated in some of their product design projects. The kids doing the work would then be more engaged to collect the materials required as it would be linked to specific purpose.

For background info here is a link: <https://www.ecotricity.co.uk/news/news-archive/2019/what-is-an-ecobrick>

### **Single use plastic water bottles sold at school**

Current stocks are being run down as are stocks of plastic cups.

When finished, no more will be ordered.

AE pointed out that when the stock has been depleted, it would be a perfect time (as we will have a captive audience) for there to be some form of Thomas Tallis reusable bottles available, either to purchase or to be given out as rewards perhaps.

Therefore:

- Do we have an idea of when the Plastic water bottles being sold are likely to run out?
- Is a 'Tallis bottle' something the School Council already have on their radar?
- Could we work together with the kids to design and order bottles ready for when it won't be sold anymore?

Obviously, there are still other drinks sold in plastic bottles to try to combat but at least the water bottles tie in nicely to the work towards upgrading and increasing the quantity of water refilling stations around the school.

Someone did raised that the kids would potentially get them all mixed up if they all looked the same so perhaps we might be able to source some which lend themselves to being personalised by the kids themselves using marker pens etc. Obviously this could potentially mean the monitoring of words and images to make sure no one was decorating their bottle with offensive content! or perhaps they are personalised in a more uniform way?

Could the Graphic Design students perhaps be given the task of designing some ideas?

We could potentially look in to the various ways that the PTFA could support either by way of subsidies or perhaps by providing a certain quantity to be handed out to those students the school see's fit to support.

#### **ACTIONS:**

**CD** to liaise with School Council via DB and with Thomas Tallis in general via CC

**PTFA** to pass on Ecobricks link and to Suggest Fast Fashion ideas to the DT / Fashion department

**CC** to inform PTFA when the plastic bottles are due to run out

**PTFA** to discuss with school if 'School reusable bottle' idea is to be taken forward

### **6c. Cheryl Campbell (Business, Finance and operations Director)**

#### **School Catering tender**

Cheryl, who only joined Thomas Tallis 8 weeks ago welcomed Carole's input from RBG and will liaise with her going forward.

Cheryl and Tom Williams informed us that the school catering contract provided by GSPlus is ending is up for tender.

The Schools community partnership (totalling approx. 46 schools) are coming together as a group to procure a new contract. There is a Sub group - meeting twice a month to make sure that things such as food waste, meat free monday, local sourcing, carbon foot print, single use plastics, less packaging is on the agenda and included in the tender proposals. Updates fro school to follow.

Tom Willilams wanted to state that the choice of healthy food is the best in all the schools he has worked in previously. However it was highlighted by the 6th Former school council member that the Vegetarian options are not so good.

#### **Why is it so difficult to get anything building or land related changed/improved in Thomas Tallis?**

Due to the complex relationship between the school, the borough, Investors and G4S there is an order of events before anything can be done.

Thomas Tallis and G4S do not own the school

### **What is the chain of authority between the school, the borough and G4S?**

- Thomas Tallis opened its new building in 2011
- Thomas Tallis is maintained by the Royal Borough of Greenwich who has a financial contract with Special Purpose Vehicle company (Equitix) for 25 years. (Equitix is an infrastructure investor)
- G4S is currently contracted by RBG as the Building Management company.
- every 5 years the building management contract is renewed,
- G4S has the current contract - it is due to be renewed in 3 yrs.

Therefore, anything building related needs to follow this process:

- The school sends proposals to RBG
- Proposal is passed to Equitix
- If Equitix agrees the proposal it sends it to G4S for a quote.
- Everything then passes back down the line to be implemented if the quote is accepted.

Therefore anything such as the addition of recycling bins or improvement to the water fountains needs to follow this process. Therefore Cheryl Campbell is the lead person to liaise with all those necessary.

It was decided in the meeting today that pending a quick consultation with the parent community, the PTFA would be happy to help towards the funding of these spouts and protective covers if they were to come to fruition. The PTFA could also put forward the idea of sponsoring a few recycling bins too. All this would enable the PTFA to fulfil their commitment to improve the outdoor spaces that was championed in previous academic years.

#### **ACTIONS:**

**CC** to lead and update all on the developments going forward

#### **6d. Events / Other ideas:**

**QUINGO** was discussed and the group asked if this would be good to keep as a standard event that the PTFA do every year. It was agreed yes. LN said that having it pre-xmas works best as it lends itself as a good welcome event for new Yr 7 families.

**Wine tasting/ Call My Bluff** - The idea that didn't happen last year was discussed and there wasn't a huge amount of enthusiasm. Some parents expressed feeling uncomfortable around an event around alcohol. However it was pointed out that we always have a bar at our events and it raises a good proportion of the funds raised. The idea is not being pursued again in the short term.

**2nd hand School Uniform Sales** - Following the success of the Yr 11 leavers donations and the subsequent sale at one of the Yr group welcome evenings raising approx. £150, it was decided that this obviously works. The school are trying to help source a location for storing and sorting of donations. The aim is to try and ask for some volunteers, perhaps from each year group, who will help man a stall at the various events throughout the school calendar. **PTFA** to initiate a call out for yr group volunteers.

**Easyfundraising** - This is going really well but needs someone to offer help to keep on top of sending out reminders, marketing prompts etc. It's an easy job but just needs someone to promote on PTFA Twitter account and request that the school add to their FB account and other Social Media pages so we reach as many parents/students as possible. Currently this is done by Angie

Elder (Chair) but she would love to hand it over to someone to do a regular monthly social media push.

**6e: Date of Next Meeting:** - TBC

**Action points:**

**Cheryl Campbell to:**

- liaise with relevant parties to action improvements and ideas mentioned in this meeting
- enquire about the possibility of a Textile Collection bin
- to start fountain feasibility - PTFA to potentially support.
- enquire about an estimate on when Plastic Water bottle stocks will cease being sold in school.
- share any resources/documents helpful to the topics covered

**PTFA to:**

- Fund Pen recycling bin
- Champion being local collection point
- Organise possible parents Clothes swap
- Share Ecobricks link and fast fashion ideas with the DT department.
- Source an Easyfundrasing co-ordinator.

**Carole Destre to:**

- Share resources/info packs with PTFA and Cheryl
- Liaise with Domenica Bartoli and the School Council to engage with other schools and join in the January collaborative forum.
- Put Crown Woods and Tallis in touch for collaboration.