



# The Pate's Grammar School Parents' Association Annual General Meeting 2017

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Meeting held at 7pm Wednesday 4<sup>th</sup> October 2017 in the Art Gallery

**Present:**

Bhavna Amlani (BA)	Mary Farquhar (MF)	Fauzia Zafar (FZ)
Linda Arthur (LA)	Carolyn Hopper (CH)	Laurette Thomas (LT)
Stephen Senior (SS)	Paul Arthur (PA)	Andrew Thomson (AT)
Ben Coley (BC)	Stephen Locke (SL)	Rachel Thorpe (RT)
Louisa Coley (LC)	Dawn Eccles (DE)	Graham Palmer (GP)
Anne Daly (AD)	Shirley Park (SP)	Kate Harris (KH)
Ray Fish (RF)	Ade Osumsanmi (AO)	Carolyn Horrocks (C)

**1.0 Welcome**

1.1 LT welcomed everyone to the 2017 PGSPA AGM. It was noted that sufficient voting members were present, in line with the Constitution, for the AGM to take place.

**2.0 Apologies**

2.1 Tabitha Gilchrist, Antonia Hall, Anna Macey-Michael, Joan Palmer, Laura Watts, Karen Heaton-Jones, Alex Collishaw, Eleanor Fae, Rachel Abbott, Jane Kent.

**3.0 Approval of Minutes of Previous AGM**

3.1 LT proposed the adoption of the previous minutes seconded by CH. The previous minutes were unanimously agreed as a true record of the meeting.

**4.0 Matters arising from the Minutes**

4.1 There were no matters arising.

**5.0 Presentation of the Annual Report**

5.1 LT read through the Annual Report (appendix 1) which included individual thanks to many. A copy of the Annual Report will be made available on the website.

**6.0 Adoption of the Annual Report**

6.1 The Annual Report was adopted as a true reflection of the year's activities, as proposed by AT and seconded by LA.

## 7.0 Presentation of Accounts

- 7.1 LC read through the Finance Report (appendix 2). Written copies of the ledger were made available to all those present (appendix 3).
- 7.2 LC confirmed that the 2016-2017 accounts had been independently reviewed by SL.
- 7.3 The accounts were adopted as a true reflection of the PA accounts, as proposed by LT and seconded by CH.
- 7.4 SP pointed out that there had been an extra £2138.75 raised at the Spring Fair from private donations which went directly through the school accounts but were part of the Spring Fair total, although not shown on the PA accounts. LT will amend the Annual Report to reflect this.

## 8.0 Appointment of Independent Examiner

- 8.1 SL was nominated and unanimously accepted to continue in the role of Independent Examiner for the PA accounts.

## 9.0 Election of Chair and Vice-Chair (SL)

- 9.1 Nominations for Chair and Vice-Chair 2017:

Position	Name	Nominated	Seconded
Chair	Laurette Thomas	LA	LC
Vice Chair	Carolyn Hopper	LC	LA

- 9.2 The positions of Chair and Vice Chair each had one nomination. The candidates left the room during the voting and SL ran the election process. LT and CH were unanimously re-elected as Chair and Vice Chair.

## 10.0 Election of Committee, Treasurer and Secretary (LT)

- 10.1 Nominations for Secretary, Treasurer and Committee:

Position	Name	Nominated	Seconded
Secretary	Linda Arthur	LT	CH
Treasurer	Louisa Coley	LT	CH
Other allocation (uniform)	Dawn Eccles	LT	CH
Other allocation (bar)	Anne Daly	LT	CH
Other allocation (100 club)	Andrew Thomson	LT	CH
Other allocation (bar)	Mary Farquhar	LT	CH

- 10.1 The positions of Treasurer and Secretary and four other allocations on the Committee each had one nomination; the candidates left the room during the voting and LT ran the

election process. The candidates were elected unanimously.

10.2 LT thanked those present at the meeting for their support.

### **11.0 Any Other Business**

11.1 SL proposed huge thanks to LT and the committee. He commented that the presence of the PA 'turns events into something special'.

11.2 SP wished to express the messages of thanks sent in by parents. She did this by reading a selection of emails of support and thanks that had been received from parents in respect of PA supported events.

11.3 The next committee meeting is on Wednesday 8<sup>th</sup> November 2017 at 6:45pm in the Foundation Bungalow.

11.4 The formal meeting was closed and all present were invited to stay for tea and cake, provided by LT.

### **Distribution:**

Direct to all Committee Members, Russel Ellicott and others present at the meeting.

Upload to PA website for parents to view.

### **Appendices:**

Appendix 1: Finance Report 2017

Appendix 2: Annual Report 2017

LA 9/10/17