

Meeting Minutes for Annual General Meeting (AGM)

Wednesday 13th September 2017 at 6pm

Held in Puddletown First School Staff Room

Attended by: Lucy Gould (2) Nicky Ling (2), Sam Ling (2), Chrissy Hancock (1&3), Dan Hunwick, Jonathan Cunliffe (Gadget) (1), Katie Priestley (1), Natalie white (R), Pete Foley (R) Geoff Sagar (R), Louise Barter (R), Collette Parry (2)

1. **Welcome and Introductions** Chrissy welcomed everyone, special welcome to new year R parents and returning parents
2. **Apologies for Absence:** Jules Arscott, Laura Dindar, Jo Handley, Heidi Roberts, Olivia Brass.
3. **Review of minutes from last year's AGM (held on 07/09/16)** Proposed by Chrissy, seconded by Nicky.
4. **Matters arising from last AGM** Reiterated the reduction of the committee, PTA UK informed us that we needed three times the number of committee members at AGM voted in a new constitution at the quiz night, but it would only be approved if pre approved by charities commission. However appears PTA UK were wrong and the charities commission confirmed our previous twice the number of committee members was correct.
5. **Review of the year – Chair's report** (hard copy available at next meeting to read)
6. **Treasurer's summary of bank account (Total money in/out and closing balance)** (hard copy available at next meeting to read)
7. **Appointment of independent examiner** – Collette Parry has offered to audit our accounts for 2016/17
8. **Election of officers and trustees of the committee**
This Year's current committee stood down
 - 8.1 – Lucy Gould, proposed by Chrissy Hancock, seconded by Nicky Ling
 - 8.2 – Katie Priestley, proposed by Gadget, seconded by Sam Ling
 - 8.3 – Jonathan 'Gadget' Cunliffe, proposed by Sam Ling, seconded by Pete Foley
9. **Any Other Business** – on Behalf of FOPS Nicky thanked Chrissy for all of her incredibly hard work and dedication to FOPS as Chair for the last two years. Dan thanked Chrissy on behalf of the School for everything she has done for the school.
Geoff mentioned the facebook page and the admin of it, to make sure that it is used appropriately. Katie Priestley asked how it was decided what the funds are spent on, Lucy Gould explained that fund requests are put in by the school and signed off in meetings.
Geoff Sagar asked if the earmarked £6000 would all go out in one lump sum or staged payments. Chrissy confirmed that it would all go out in a lump sum, probably in the New Year.
10. **Date and Time of Next Meeting**
Wednesday 20th September 2017 – 7pm at the school.