



**PRIESTLANDS SCHOOL**

**COMPANY NUMBER: 07695684**

Minutes of an annual general meeting of the Members of the above named company (the "Trust") held at

**Priestlands School on Thursday 15<sup>th</sup> December 2016 at 10.20am**

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Present	David Thomas, Veronica Crowley, Chris Tollerfield, Chris Willsher
In attendance	Caroline Clitherow (clerk)

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**1 Welcome and Apologies**

It was confirmed that due notice of the meeting had been given and that a quorum was present.

The CoG welcomed everyone to the meeting. There were no apologies.

**2 Declaration of Interests**

The Headteacher formally declared that he is an employee of the school. No other interests were declared.

**3 Minutes of the Meeting held on 2<sup>nd</sup> December 2015**

IT WAS AGREED THAT the minutes were an accurate record and there were no matters arising. *Minutes approved.*

**4 Report and Accounts**

- a. The balance sheet of the Company at 31 August 2016 and the profit and loss account for the year ended 31 August 2016, together with the directors' and the auditors' reports thereon, were presented and considered.
- b. IT WAS RESOLVED THAT the said accounts be and are hereby adopted subject to amendments agreed at the Board of Governors meeting held on 16<sup>th</sup> November and endorsed this morning at the Board of Governors meeting. *Proposed and seconded.*

**5 Auditors**

IT WAS RESOLVED THAT MacIntyre Hudson, who were appointed as the school's auditors for 3 years (approved by the Board of Governors 17<sup>th</sup> March 2015), would therefore continue as the school's auditors until March 2018.

**6 Notification of Change of Members**

6.1 Termination of Membership

VERONICA CROWLEY CONFIRMED THAT she had resigned as a Community Governor with effect from 31<sup>st</sup> December 2016. Members accepted the resignation and termination of membership.

6.2 Appointment of Member

IT WAS RESOLVED THAT no governor be appointed as the Member Governor to the Board of Governors at this time, but the governors will do so when the Board wishes to; the opportunity arises; and/or a skills gap is identified. It was confirmed that the normal process would allow governors to make new appointments.

**7 Any Other Business / Any Motions which Members Wish to Debate**

No items of Any Other Business were declared in advance of the meeting and there were no motions which members wished to debate and therefore, there being no further items of business, the meeting then closed at 10.30am.

**8** The next Annual General Meeting will be held on Wednesday 13<sup>th</sup> December 2017 (date to be confirmed).

**Chair** .....

**Date** .....