

PLAXTOL SCHOOL ASSOCIATION MEETING

Wednesday 19th June 2024

9:02 – 9:30

Annual General Meeting Minutes

Registered charity no. 1026804

Attendees: Jenny Johnson – (JJ) Chair, Marian Hemsted – (MH) External Auditor, Claire Rowley (CR) – Headteacher, Merran Hilton (MJH), Angela Shorter – (AS) Treasurer, Helen Rust (HR), Caroline Ward (CR) – Secretary, Cassandra Money (CM), Ed Graham (EG), Helen Chesterton (HC), Christie Verrechia (CV)

Ordinary Business

1. Apologies for absence – Emma Curley (EC), Emeyle Wareham (EW)
2. Minutes of Annual General Meeting held on 24th April 2023 Signed by JJ and accepted by all present
3. Matters arising from the Minutes on 24th April 2023 – accepted by all present
4. Chair's Report for the year ending 31 August 2023 – read aloud by JJ. Voted and accepted.
5. Treasurers Report for the year ending 31 August 2023 (including accounts). 1st September 2022 until 31st August 2023. Read aloud by AS and MH. MH to advise on further internal policies and help set up. Signed by JJ & HR – Voted and adopted the accounts.
6. Appointment of an Independent Examiner of Accounts for the year ending 31 August 2023 – MH agreed to be Independent Examiner for the next academic year. Those at the meeting thanked MH for her continued support. MH asked that the accounts be sent to her by February 2025.
7. Election of Officers and Trustees of the Committee:

Chair – JJ happy to continue as Chair for next academic year

Secretary – Caroline Ward happy to continue for the next academic year

Treasurer – AS happy to continue for next academic year.

Other Officer(s) – N/A

Ordinary Committee Members – HR and MJH happy to continue for the next academic year – EG agreed to join as trustees

Voted in and accepted by all present

Special Business

- CR – Mrs Housely & Mrs Wingfield – requested visual times table at a costs of £200.00. CR to email to trustees to approve
- Summary to go out to parents to update on what we are spending PSA money on – JJ

Any Other Business

- Advertise for a Vice Treasurer as AS will only be in the role for one more year - JJ