

MINUTES OF ANNUAL GENERAL PSA MEETING

CHRIST CHURCH SCHOOL, 15TH NOVEMBER 2012 @ 8PM

WELCOME & APOLOGIES:

Catherine Court welcomed everyone to the meeting and briefly explained the background behind the AGM of the PSA

APOLOGIES

Apologies were received from the following people:

Mrs Matthews Hilary Elsey Kate D'Arcy

Manda Dixon Vanessa Weblin Natalie O'Neil

MINUTES OF LAST AGM AND MATTERS ARISING

Last year's minutes were briefly re-visited and no comments were raised.

CHAIRMAN'S REPORT

Catherine Court reported that the PSA is now officially registered with the Charity Commission.

The various events that the PSA ran throughout the year were detailed and it was reported that a total of £6,912.59 was raised. The PSA funded half the costs of the pantomime and the Year 6 leavers Autograph books. CC also reported that there are several requests for funding in the pipeline that the PSA are considering.

CC reported that there is now a process in place for official requests for funding

from the PSA and a form was circulated for comments.

CC also reported that the PSA had received a very generous donation from Mr Dolder on his retirement and would like to thank him.

CC thanked Mrs Vaughan, Miss Stone and the staff for their ongoing support.

CC acknowledged Jayne Woods resignation from the PSA and thanked her for her massive contribution over the years to the continued success of the PSA.

CC lastly thanked the existing committee members for their enthusiasm and commitment to the PSA in general.

TREASURER'S REPORT

Lisa Sheffield circulated the official PSA accounts which detailed the income and expenditure for the year for the various PSA events. LS reported that these accounts have been verified by an independent examiner, Nerina Richardson. The accounts were officially accepted by the PSA

APPOINTMENT OF INDEPENDENT EXAMINER

A vote was taken and unanimously approved to accept Nerina Richardson as the Independent Examiner.

ELECTION OF COMMITTEE

The following members were nominated and duly voted in as follows:

Catherine Court - Chair

Jane Beviss - Vice Chair

Lisa Sheffield - Treasurer

Catherine Bloomer - Secretary

Maria White - Event Organiser

Laura Barker - Event Organiser

Helen Boots - Event Organiser

Mary Knight _ Event Organiser

Ruth Snelling - Event Organiser

Natalie O'Neil - Event Organiser

SPECIAL BUSINESS

Funding - An official process has now been put in place in the form of a "Funding Request Form". A group discussion took place around the PSA spending and allocation of funds. The form was circulated and comments were made including being able to demonstrate funds being withdrawn from the capital account, the rationale being available on the forms for funding requests and the percentage of capital available. A vote was taken and the Funding Request Form was officially adopted.

AOB

None

DATE & TIME OF NEXT PSA MEETING

21st January 2013 @ 8pm

CLOSE & THANKS

CC thanked everyone for attending