

Minutes of Annual General Meeting 6th October 2016

Russell House Parent's Association

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- **Minutes of previous AGM meeting**

The minutes of the meeting on 9th October 2015 were agreed without comment or amendment.

- **Formation of new committee**

As per the constitution, all committee members and form reps stood down and thanks was given for their commitment throughout the year. The following members were voted back in for the current year, including new Vice Chair and Secretary members:

Committee members:

Chair	Andy Collings
Vice Chair	Kristina Pappa/Matt Newman
Treasurer	Helena Jarvis
Secretary	Judith Hurst
Form 7	Louise Hounsell
Form 6	Kizzy Doyle/Kathryn James/Karen Millward
Form 5	Lauren Ford
Form 4	Kathryn Ulycz/Nikki Chiles/Simki Barr
Form 3	Kam Mundair
Form 2	Emma Gibson/Suk Ching Soong
Form 1	Denise Fry
Transition	Kerry Millar/Rebecca Bennett
Nursery	Susan Gill
Robins	Rachel Kirby

The Chair and Treasurer appointments required an additional vote, as required by the constitution as they have been in post for more than 3 years.

- **Chairman's report**

Thanks were given to all those that have participated in PA events and the committee, and to the school for their support. In particular, to Dal and Tricia for their commitment for the last few years.

The PA events of the last year have been a great success - the Summer Ball, the Summer Fair, the Pantomime, the Mother's and Father's Day stalls and the social evenings.

In the last 12 months, we have installed an outdoor classroom to complete the Paddock Project.

- **Presentation of Accounts**

Mr Matthew Bates, the independent examiner, has signed off the accounts and thanks passed on for his help. Matthew has volunteered to continue for another year and was approved.

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Our income from events this year was approx. £36k from social events, including the summer ball, and the summer fair. Easyfundraising raised another £350. Total expenditure was £7k, given over mainly to the completion of the Paddock Project. At year end the total assets was in excess of £41k. Further details can be obtained from Helena directly.

The accounts were prepared by Helena Jarvis and signed off by Matthew Bates.

- **Proposal for Minibus Project**

Appended to these minutes are slides from a presentation discussed at the meeting in which the chair detailed the pros and cons of the new minibus proposal. After some debate, in which reps from early years and the main school put forward the opinions passed on from parents unable to make the event, the parents in attendance voted 22-1 in favour of voting on the project sponsorship. The vote was then carried 19-1, with the 3 present Officers of the Committee abstaining from the vote. As a result, RHPA will donate £15,000 to the school to cover approximately 2 years' leasing costs for a second minibus (Minibus Lite) for the school. This is to accompany the planned leasing of a Minibus Lite by the school. There was an added proviso that the school should seek to provide transportation to and from tennis tournaments and Wednesday swimming for transition and Form 1. The PA will not enter in to a lease itself for a Minibus Lite, but instead will gift the funds to assist the school with entering in to a lease. The compromise of funding 2 years of lease costs, rather than the 3 years originally discussed, allows the PA to retain c.£10k for alternative projects. Suggestions for use of the remaining funds, c.£10k, will be discussed at the next PA meeting. As well as the projects noted in the attached presentation, parents were keen to look into solutions that would help with the recurring problem of missing and lost uniform – storage solutions in changing rooms, barcoded clothing labels were put forward – and the library provision.

- **Any other business**

The PA was asked to consider a donation to the relief fund for Aleppo, Syria. A further communication on this will follow once options have been looked in to – as a charity we are not able to donate funds directly to other charities, particularly already raised for a purpose.

Meeting closed at 9:15pm