

Friends of All Saints' C of E Primary School
ANNUAL GENERAL MEETING
6th July 2017
To be held in the HR Hall at 2.15pm

PROVISIONAL MEETING MINUTES

Present: Katja Moisio (Milko & Miska), Lana Jakimenko (Ludovika), Luciano Caciolo (Ludovika), Cécilie Marteaux- Peposhi (Jensen), Elizabeth Hayter (James), Ray Hayter (James), Anusyutha Devaraj (Darshan), Magny Kastet (School Business Manager) and Andrew Park (Headteacher)

- 1] Apologies for absence were given for Julie Hutchinson (Aisha), Priya Clement (Nayan)
- 2] Andrew Park (Headteacher) welcomed everyone to the meeting
- 3] AP explained the aims and objectives of the PTA.
- 5] Adoption of constitution (PTA UK model constitution) – MK suggested that the model constitution be adopted at the next committee meeting once everyone has had a chance to read through it and if necessary make changes. KM added that the committee should continue using the existing constitution until that point. Everyone was in agreement on this.
- 6] Election of Officers and Committee members

Chair – Katja Moisio (Milko & Miska) had received 2 nominations and as there had been no other nominations, she was duly elected.

Secretary/Treasurer – There had been no nominations for these roles but Elizabeth Hayter (James) volunteered to take them on for now, everyone agreed to this suggestion.

Ordinary Committee members – Loana Jakimenko (Ludovika), Cécilie Marteaux-Peposhi (Jensen). KM proposed Julie Hutchinson (Aisha) also be elected as she had been happy to stand but could not attend the meeting, this was approved unanimously. Elizabeth Hayter stated that Priya Clement (Nayan) wanted to be on the committee, however, she was unable to attend the meeting. This was approved.

- 7] Appointment of an Independent Examiner of Accounts for the year ending 31 Aug 2017 – Mk suggested that Kevin Vickers who audits the school fund and the governors accounts take on this role. He had indicated he would be willing to do this. KM was also going to investigate a couple of possibilities and the matter would be decided at the first committee meeting
- 8] Signatories for Association bank account – MK suggested that EH speak to Connie Stewart as she had been through the process previously.
- 9] Key contact for PTA UK, who will register for members only part of pta.org.uk – KM would register her details as the new key contact.

- 11] Date of next meeting – Friday 29th September at 3.45 was set as a provisional date.
- 12) There was no other business to be conducted.