

REDCAR AND CLEVELAND GOVERNORS' ASSOCIATION
MINUTES OF ANNUAL GENERAL MEETING HELD ON
MONDAY 25 NOVEMBER 2013

GOVERNORS PRESENT:

Mr M. Bloomfield, Belmont Primary (Treasurer)
Mr S. Cockerill, Laurence Jackson School
Mr B. Coulston, Sacred Heart School (Chair)
Mrs D. Falconer, Wheatlands Primary
Mrs D. Fraser and Mrs N. Cromack, Newcomen Primary
Mr J. Horkan, St Gabriel's RC Primary
Mrs Y. Joy, New Marske Primary
Mr C. Marley, Riverdale Primary
Mr M. McNulty, Zetland Primary and Bydales School
Mrs R. Nicholls, Saltburn Learning Campus (Secretary)
Mrs J. Parncutt, Hummersea Primary
Mr V. Peel, Lakes Primary
Dr D. Thomson, Kirkleatham Hall School
Mr K. Wood, Normanby Primary (Vice-Chair)

ALSO PRESENT

Glennis Smith, Redcar and Cleveland School Governor Support Service (Minutes)

This meeting followed immediately after a presentation on the Teaching School Alliance, delivered as part of the Autumn term meeting of the Association.

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of the following governors:

- Mr J. Tombs, Lockwood Primary
- Mrs F. Reed, Nunthorpe Academy
- Mr O.E. Evans, Redcar Academy
- Mrs L. Halbert, Skelton Primary
- Mr P. Kirkham, Galley Hill Primary

2. **APPOINTMENT OF OFFICERS**

2.1 **Chair**

Members had been invited in advance to express their willingness to stand for Governors' Association officer positions. Mr Coulston had confirmed his willingness to continue as Chair. No further names were forthcoming at the meeting.

RESOLVED that Mr B. Coulston be elected Chair of the Governors' Association for the 2013/14 school year.

2.2 Vice-Chair

No nominations had been received in advance for the position of Vice-Chair but Mr Wood confirmed that he was willing to continue in this role.

RESOLVED that Mr K. Wood be elected Vice-Chair of the Governors' Association for the 2013/14 school year.

2.3 Treasurer

No nominations had been received in advance for this position but Mr Bloomfield agreed to continue in this role if there were no other volunteers. Mr Bloomfield highlighted that in 2014 he would have been undertaking the role of Treasurer for 10 years. No further nominations were forthcoming at the meeting.

RESOLVED that Mr Bloomfield be elected as Treasurer for the 2013/14 school year.

2.4 Secretary

Mrs Nicholls had confirmed in advance her willingness to continue as Secretary. There were no other nominations at the meeting.

RESOLVED that Mrs R. Nicholls be elected as Secretary of the Governors' Association for the 2013/14 school year.

2.5 Executive Committee Members

Six further Executive Committee members were required in addition to the Chair, Vice-Chair, Treasurer and Secretary. Dr Thomson and Mr Tombs had indicated their willingness to continue. It was noted that Mrs McLay would no longer be representing Caedmon Primary at Governors' Association meetings. Mrs Joy and Mr Peel confirmed their willingness to continue as Executive Committee members and Mrs Parncutt volunteered to join the committee. Mr Buckton, current Executive Committee member, had not indicated his interest in continuing as a member and had not attended meetings.

RESOLVED that Dr Thomson, Mr Tombs, Mr Peel, Mrs Joy and Mrs Parncutt be elected to the Executive Committee for the 2013/14 school year, leaving one outstanding vacancy.

3. MINUTES

RESOLVED that the minutes of the AGM held on 12 November 2012 be approved and signed by the Chair.

Chair

4. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

5. REVIEW OF CONSTITUTION

The Executive Committee recommended a change to the constitution to stipulate that, in the case of multi-academy trusts, the trust could not take out a single subscription on behalf of all its academies but that each local governing body / management board would have to take out an individual subscription. A form of words for the proposed amendment had been circulated along with the current constitution.

Mrs Smith highlighted that, unlike the procedures for governing body meetings, the constitution did not specify whether the calculation of the quorum for meetings should be rounded up or down. This was sometimes significant if attendance was low. Consideration was given to the alternatives of rounding up, down or using the mathematical principle of rounding up for .5 and above and rounding down when less than .5.

RESOLVED

- i) to adopt the proposed amendment circulated in relation to multi academy trust membership;
- ii) to add that, for the purposes of calculating the quorum, figures of .5 or above would be rounded up and figures below .5 would be rounded down.

Mrs Smith would amend the constitution accordingly.

Mrs Smith

6. APPROVAL OF AUDITED ACCOUNTS FOR THE PERIOD AUGUST 2011 TO MARCH 2013

The Treasurer had passed the accounts to the auditor, Carl Snowball, several weeks earlier. Mrs Smith reported that Mr Snowball had e-mailed her earlier that day indicating that, in order to complete the audit process, he needed a bank statement covering the period at the end of September 2013. Mr Wood confirmed that he been receiving the bank statements. The Treasurer agreed to collect the statements from Mr Wood at the school where he worked and provide them to the auditor. Approval of the audited accounts would therefore be deferred to the next meeting.

Mr Wood /
Mr
Bloomfield/
Clerk

The Treasurer reported that as at 31 March 2013 the account balance had been £1599. There had been transactions since then. The clerking fees had been paid following a delay. The current balance was not available due to the files being with the auditor.

7. APPOINTMENT OF AUDITOR FOR 2013/14 FINANCIAL YEAR

RESOLVED to approve the recommendation of the Executive Committee and appoint Mr Carl Snowball as auditor for the 2013/14 financial year.

8. REVIEW OF ANNUAL SUBSCRIPTION

The Executive Committee had discussed the annual subscription at its meeting in July and was inclined to maintain it at £35 for the 2014/15 financial year, subject to discussion with the Treasurer. It had subsequently been ascertained that, although

there was a healthy bank balance, expenditure was now exceeding income. The Treasurer therefore recommended increasing the subscription to £40 per annum. It was noted that there had been an increase in the costs for clerking and venue hire and a decrease in membership. In addition to clerking and venue hire charges it was noted that there were additional outgoings such as expenses for attendance at national and regional conferences.

RESOLVED to increase the annual subscription to £40 for the 2014/15 financial year.

The AGM was followed by the autumn term business meeting of the Governors' Association.