

# Friends of St Catherine's School Annual General Meeting 2018 Minutes

Date of Meeting: - Thursday 13<sup>th</sup> September 2018

Time: - 7:00pm

Venue: - School Hall

Attendees: - Charlotte, Miss Doonan, Fiona, Carolyn, Sarah, Alessia, Jayne, Will and Liz, Peter and Alex, Marie, Seb, Liam, Dave, Simon.

1. Apologies: - Holly, Laura
2. Minutes of Annual General Meeting held on Thursday 14<sup>th</sup> September 2017 agreed by the committee.
3. Matters arising from last meeting's minutes, none.
4. Simon gave a summary of the Committee's report and Charlotte thanked parents and volunteers for their time and donations throughout the year.
5. Charlotte presented the Treasurer's Report for the year ending 31<sup>st</sup> August 2018.
6. Charlotte spoke of the possibility of appointing an Independent Examiner of Accounts for the year ending August 31<sup>st</sup>, 2018. She mentioned that the Lady Major took an interest in this position at the summer fayre. If she is unavailable, then Carmel will take on the role.

*Actions: - Charlotte to follow up with the Lady Mayor to see if she is still available.*

7. The committee stood down and the following people were elected

**Chairperson:** Charlotte Thomas

**Vice Chair:** Dave Ives

**Treasurer:** Alessia Dallera

**Secretary:** Carolyn Coslett

**Ordinary Committee Members:** Marie Martinez, Iain Thomas, Holly Galleni, Simon Sergides, Liam Murray, Jayne Mayhew.

8. The possibility of the name of the PTA changing from St Catherine RC School PTA to Friends of St Catherine was discussed. Three options were given, and a vote was taken.

- Friends of St Catherine
- Friends of St Catherine School
- Friends of St Catherine West Drayton

Following the vote, the second option was chosen, and the motion was approved.

*Actions: - Name of bank accounts will need to be changed and we will need to change the name on our registration with PTA UK and charities commission.*

*The committee approved the constitution*

9. Forthcoming events were outlined briefly including,

- a) The treasure hunt on 15<sup>th</sup> September,
- b) Tea and Coffee morning 28<sup>th</sup> September to be held in the school hall.
- c) Bag to school 9<sup>th</sup> October,
- d) Italian Bingo 14<sup>th</sup> October,
- e) Halloween Disco 3<sup>rd</sup> November,

*Actions: - Marie will run this coffee morning for MacMillan. Request for cakes required, date of coffee morning to be confirmed.*

10. Date of next AGM Thursday 12<sup>th</sup> September 2019. To be confirmed.

*Committee to meet before next half term, date to be arranged.*