

**Minutes of AGM**

**HONEYWELL SCHOOLS PTFA**

**TUESDAY 9<sup>th</sup> OCTOBER 2018**

**7pm for 7.30pm start**

**At Honeywell School**



**Minutes:**

Present: 4 members of committee  
Jane Neal and Duncan Roberts  
majority of class reps.

1. Welcome – Sarah Richardson (Chair)
2. Approve Minutes of AGM in September 2017 – Sarah Richardson - approved
3. Fundraising Report and approve Financial Accounts – Lou Kizwini (Treasurer)  
Approx. £55,000, highlighting summer fete – the biggest event in the year: £18,550. Accounts are not ready yet.
4. Introduce and adopt the new Constitution – Lou Kizwini. Guidance note with it: We are reviewing, good practice, excising one is from 2001. We borrowed model constitution from PTA UK (Parent Kind now), with the advice of charity lawyers. We are not changing the purpose of PTFA. (Raise money for the school for educational, and community benefit). Operational: Committee (4) plus two heads. And then a class reps committee (already in place) and the third group – association is all the all the parents in the school).

Also we are switching the thinking around raising the funds: from budget setting to a Fundraising target. We need to understand what the school wants to fund and drive our efforts. Main source of info is from the Heads.

New Constitution approved!

5. Vote in new Committee members. Nominations are:-

Proposed and second in:

Sarah Richardson – Chair – Anthea Hern and Angela Gilmore  
Rachel Mukherjee – Vice-Chair – Rita Chohan and Soraya Bounouara  
Lou Kizwini – Treasurer – Craig Shuttleworth and Dave Law  
Mina Dorontic - Secretary – Assia Stephansen and Emma Gurthie

Also formally appoint Sarah Cheesman. We would like to appoint her. Thank you

Meeting Concluded