

### Minutes

<b>Title:</b>	Annual General Meeting		
<b>Date:</b>	10 <sup>th</sup> December 2015	<b>Time:</b>	5.00pm
<b>Chair:</b>	Hazel Cole	<b>Location:</b>	Training Room

### MEMBERS

Name	Present /Apologies	Name	Present /Apologies	Name	Present /Apologies
Hazel Cole (Chair of Governors)	✓	Atika Kohli (Original Member)	✓	Steve Sargent (Original Member)	x
Colin Crane	✓	Sarah Mayes (Company Sectary)	✓	Gary Shepherdson (Original Member)	x
Iain Kinnis (Original Member)	✓	Chris Parkinson (Original Member)	✓	Andy Smith	✓
Carly Harper (Clerk)	✓				

### NOTES

#	Agenda Item
1.	<b>Welcome, Apologies and Introductions</b>
	1.1 The Clerk confirmed that the meeting was quorate as 3 out of the 5 original members were present. The Chair welcomed and thanked everyone for attending the meeting. No apologies were received for tonight's meeting. The members present discussed their understanding of the articles and membership. The Members present agreed that the minutes were a true record of the meeting last year. It was agreed that the meeting would be calendared in December of each year.
2.	<b>Declarations of Interest</b>
	2.1 Andy Smith Head of the Finance Committee declared an interest as a Director of Global Vac Forming Ltd.
3.	<b>Items for AOB</b>
	<ul style="list-style-type: none"> <li>• There were no items proposed.</li> </ul>
4.	<b>Any Proposed Changes to the Articles of Association</b>
	<p>4.1 The members discussed the implications of the current ruling for the articles of association and the possible changes that we may wish to make in the future. It was agreed that changing the Articles of Association is not critical at this time., when the group is looking to amend these the following should be considered:</p> <ul style="list-style-type: none"> <li>• Positions rather than named people</li> <li>• A majority vote can add and remove members</li> <li>• Possibly change rule about original members for life</li> <li>• Current members with voting rights to add / remove members</li> </ul>

	<ul style="list-style-type: none"> <li>Possible removal of the LA governor – if applicable</li> </ul> <p><b>4.2 Action: Company Secretary to investigate the charity implications if the members were to change the Articles of Association.</b></p> <p>4.3 The Company Secretary clarified that the original members providing that they are quorate can vote for new members to join the group.</p>
5.	<b>Appointment / Retirement of Members</b>
	5.1 The members agreed to appoint the current Chair of Governors (Hazel Cole); current Head of Finance (Andy Smith) and a community Governor (Colin Crane) as associate members with voting rights until either their role changed or they rescinded their position on the governing body. This motion was proposed, seconded and agreed by the quorate members at the meeting.
6.	<b>Resignation / Retirement / Election of Directors</b>
	6.1 The Chair and Clerk confirmed that they had not received any for tonight's meeting.
7.	<b>Potential Changes to the Single Academy Trust.</b>
	7.1 The members present discussed the potential changes and way forward. 7.2 See confidential minutes see page 3.
8.	<b>Motions to be put to the AGM</b>
	8.1 There were no motions presented by the members present.
9.	<b>Any Other Competent Business</b>
	9.1 There were no items presented.
10.	<b>Closing Remarks and Next Meeting Confirmation</b>
	10.1 The Chair thanked everyone for attending and confirmed that the next meeting would be in December 2016 at 5pm. <b>10.2 Action: The Clerk to circulate the dates at the June meeting.</b>

#### OPEN ACTIONS

#	Action Item	Owner	Due Date	Status	Notes / Update
4.2	<b>Company Secretary to investigate the charity implications if the members were to change the Articles of Association.</b>	SMA	Before the next meeting		
10.2	<b>The Clerk to circulate the dates at the June meeting.</b>	CHA	June 2016		

#### MINUTES AGREED & SIGNED

Chair:

Date: