

FRIENDS OF BANWELL
Minutes of the Extra-ordinary General Meeting
held on Wednesday 30 April 2014 at 2.45pm
in the Old School Hall

Attendees: Rachel Farrell (Chair), Jacky Salewski (Secretary), Jo Arnold (Treasurer), Siobhan Armstrong (Trustee)

Apologies: Becci Lopez (Vice-Chair), Harry Cadwallader (Trustee)

Welcome and Opening Remarks

Rachel Farrell opened the meeting by welcoming explaining, for the record, that the purpose of the Extra-ordinary General Meeting (EGM) was to hold a vote with the aim of adopting the new constitution. The Friends had been through a lengthy period of consultation with all members to draft and approve a new constitution for submission to the Charity Commission by the end of the academic year. Notices had been posted in the weekly school newsletters, on the school website and on the Friends Notice Board, inviting comments, questions and suggestions for amendments. Copies of the final draft as agreed at the last EGM were similarly advertised. All members were invited to this EGM and given more than the 28 days' notice prescribed by the current constitution.

Minutes of the EGM held on 5 March 2014

The minutes of the previous EGM were accepted as a fair and accurate record.

Vote to adopt New Constitution

All those in attendance confirmed that they had read, understood and agreed the minutes of the previous EGM and the draft Constitution. They were then asked to vote by a show of hands either FOR or AGAINST the adoption of the new constitution. The new constitution received a unanimous vote in favour of adoption.

Any Other Business

Rachel took the opportunity to bring committee members up to date with a few future events:

- **Friends' Chairman** - A letter would be sent to all members in the next few days to canvass for a new chairman as Rachel would be stepping down at the AGM in October.

- **Cake Sale** – Rachel was hoping that the school diary would allow a cake sale to be held before half term. Details would be published in the school newsletter.

- **KS2 Production 'Tea Party'** – Jean Harrison (School Sewing Club) is holding a tea party on Friday 6 June to raise funds for the costumes for the KS2 production. She ran this event for the first time last year and it was very successful. Jean has asked if the Friends would help to run the event.

- **Banwell Action Group 'Fun Day' – Saturday 14 July.** Rachel reported that she has replied to the organisers to say that it is with regret that the Friends will be unable to support this year's event due to lack of numbers.

Closing Remarks

Siobhan Armstrong asked that special thanks be made to Becci Lopez for coming to the 'rescue' with the necessary software to amend the PTA-UK model constitution. Siobhan would be completing the online process to forward the new constitution to the Charity Commission. The final task now was to finish the Terms of Reference and handover notes for the Committee positions of Chairman, Secretary and Treasurer. These need to be complete by the end of the academic year.

Date of Next Meeting

The date of the next meeting will be advertised in the school newsletter when confirmed.