



Charlton Kings Infants' School  
 Minutes of the Annual General Meeting of the Members  
 of the Governing Body.  
 Held on Thursday 10<sup>th</sup> February 2022 at 5pm

**Present:** James Atack  
 Will Partridge  
 Simon Thomas  
 AJ Cripps (attended virtually)  
 Alan Waller (Chair of Governors)

**In attendance:** Katie James (Headteacher)  
 Will Joice (Vice-Chair of Governors)  
 Emily Muskett  
 Neil Owens

		<b><u>ACTIONS</u></b>
AGM1002_01	<p><b>Welcome and introduction</b>            AW Welcomed everyone to the meeting and thanked the newly-appointed members for their willingness to carry out this role.</p>	
AGM1002_02	<p><b>Apologies for absence -receive and consider</b>            No apologies were received.</p>	
AGM1002_03	<p><b>Declarations of Interest</b>            No interests were declared.</p>	
AGM1002_04	<p><b>To receive the Annual Report and Accounts for the year ending 31<sup>st</sup> August 2021</b>            AW gave an overview of the accounts for the year. This involved a comparison of the balance sheets between the current and previous years, explaining the various categories of funds and the movements in these between the two years. He also gave a brief description of the income and expenditure for the year and how this differed from the previous year.</p>	
AGM1002_05	<p><b>To note the Audit Report and Management letter points</b>            The auditors, Bishop Fleming, had given a clean audit report for the year and there were no points raised by them on the management letter.            Bishop Fleming are currently the appointed auditors and AW explained that it was the intention for the Trust to re-tender in the coming year. AJC asked the current status of this process and AW responded that it was at an early stage and he was currently talking to the partner at Bishop Fleming about the process.             The Internal Assurance process is currently carried out, independently, by Randall and Payne, who were appointed during the last financial year.</p>	
AGM1002_06	<p><b>Members' resolutions</b>            None, although it was noted that if the Trust wanted to change its articles or if the Members wanted to appoint new member governors, then a meeting may be required before the AGM next year.</p>	<p>Clerk to notify members of date of next meeting when it has been set.</p>

**Governors challenge questions:**

What does this say?

What are the trends?

How else can we check this?

Why do you think this has happened?

Why hadn't you seen it earlier?

What are we going to do about it?

What are we going to do differently?

How is it going to make a difference?

How do we know it is going to make a difference?

Is there consistency/progression?

AGM1002_07	<p><b>Any other business</b></p> <p>AJC asked whether the Members should appoint a Chair? It was agreed that this should be done and James Atack was proposed as Chair by Simon Thomas and seconded by Will Partridge. The Members voted unanimously in favour.</p> <p>A brief discussion was held about whether the trust had considered either forming a MAT or joining another MAT. The Governors are keeping a watching brief on this and have already had discussions about this. There are currently no plans to take this forward on a formal basis.</p>	
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*There being no further business the Chair thanked everyone for their attendance. The meeting closed at 5.40pm.*

..... (Chairman's signature)

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