

WHITGIFT SCHOOL PARENTS' ASSOCIATION

Annual General Meeting

28 November 2017, 7.00pm, Old Library

MINUTES

Attendees

Alison Anderson	Richard Blundell
Peter Ellis (Staff)	Anela Topalovic
Rev Alan Bayes (Staff)	Julia Matthews
Mary Braddon Philpott	Olia Iwaniuk
Trisha Gower-Smith	Andrew Iwaniuk
Shirley Carpenter	Leyla Blake (Staff)
Frances Robinson	Maria Digenis
Vicky Harris	Chetna Sachania
Maud Chatriot	Man Long
Lorna Sheldon	Adeline Agbinone
Tracy Lee	Brian Wadman
Verity Brown	Jane Williams
Na An	Elaine Fonseca
Debs Macnaughton	Cynthia Erskine
Jane Goldsmith	Luby Reynolds

Apologies for Absence

The Headmaster
Karoline Baird
Melissa Nighy
Emma Wilson
Victoria McWilliam
Jo Gallagher
Katie Munroe
Justine McNeil
Diana Norman
Jill Pendlebury

The AGM started at 7.35pm.

Minutes of Last Meeting

The minutes of the last AGM were accepted as a true record.

Matters Arising

No matters arising.

Chair's Report

Mr Ellis gave a brief talk regarding the report from the Chair (circulated previously) and thanked all Officers and members of the committee for their continued support, paying particular thanks to Shirley Carpenter (Vice-Chair), Alison Anderson (Treasurer) and Working Group Committee Members Vicky Harris, Mary Braddon and Julia Matthews for their involvement in the recent Quiz Night. Year Group Reps, Richard Blundell as the OW link and Leyla Blake for the administrative work were also thanked. It was acknowledged that Alison Anderson will be stepping down as Treasurer this year, after 5 years, due to her son leaving the School and a new Treasurer will need to be appointed (possibly outside of this AGM). A brief explanation as to the work of the WSPA was given including a note about the purchase of 34 benches which are being well-utilised by the boys along with a contribution to the vinyl timeline leading up to the Raeburn Library. The full report was handed to all attendees and is attached to these minutes.

Treasurer's Report

Alison Anderson gave a brief account of the events held by the WSPA over the year. Copy of the audited accounts is attached and shows an accumulated surplus of £19,000. Events (including the cancelled disco) were discussed briefly. Despite purchases made to the School this year, it is hoped that the WSPA can donate more to the School this year and this will need to be discussed at Committee Meetings. Ideas were welcomed from attendees.

Unanimous agreement to continue to use Barclays for the WSPA banking. The accounts were approved by those in attendance.

Election of Officers

The following were elected unanimously to serve as WSPA officers:

Acting Chair – Peter Ellis (Second Master)

Vice Chair – Shirley Carpenter

Treasurer – Alison Anderson (until a replacement is confirmed)

There were no volunteers for any roles within the Committee at the meeting. Meeta Sahni has expressed an interest in taking over as Treasurer (in previous discussions with Alison Anderson outside of the meeting) but was not in attendance at the AGM. The new Treasurer may be appointed in an extra meeting with the WSPA Committee at a later date (subject to vote). Peter Ellis explained that going forward, it would be preferential to have a parent-chair for the WSPA opposed to a member of school staff. No interest was made for the role of Chair at this meeting. It was acknowledged that Shirley will give up her role within the WSPA once her son leaves the School (or earlier). Anyone interested in taking over the roles available were asked to speak to relevant members of the Committee.

Proposed changes to the WSPA Constitution

The proposed changes were highlighted in the notes (distributed to attendees). All in attendance agreed to the changes outlined including that no full audit is required due to the low level of financials involved in WSPA activities. Instead, accounts will be examined each year.

Election of Hon Auditors

The Meeting was asked to note that an independent Auditor was appointed to the WSPA Committee who has reviewed and accepted the accounts prepared by the Treasurer. This is the last year an Auditor will be used.

Any Other Business

- A question was raised as to the School staff involvement in the WSPA if the role of Chair is taken over by a parent. Peter Ellis agreed staff (most probably himself) would continue to be involved and that Leyla Blake would likely continue to assist – particularly in the absence of an appointed Secretary.
- Date of the Sixth Form Graduation was asked about and it is likely to be held on 22nd June 2018. Members of the Working Group Committee asked about the possibility of a ball on 23rd June. Peter Ellis explained that this was yet to be decided but would be communicated in due course. He confirmed that dates available to the WSPA for events were proposed by the School (based on availability) but could be influenced by the Committee if they asked for certain dates.

Date of Next Meeting

The date of the next WSPA Working Group Committee meeting is yet to be decided as the Lent calendar is still being finalised. Committee members and AGM attendees will be emailed with the date in due course.

The AGM finished at 7.55pm.