

**Jersey College for Girls Parents' Association
Minutes of the Annual General Meeting
Held on Monday 22 October 2018**

Members Present: Cathy Keir ("CK") - Chair Allison Soulsby ("AS") - Secretary Sandra Noel ("SN") - Treasurer Peter Marett ("PM") – Staff Rep Carl Howarth ("CH") – Staff Rep Louise Bolla ("LB") Martina Coppinger ("MC") Tanya Le Gresley ("TLG")	Apologies for absence: None received
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Welcome.

CK welcomed everyone to the meeting.

Approval of Minutes from Special General Meeting - 13 November 2017

The minutes of the Special General Meeting held on Wednesday 13 November 2017 were read and approved. Approved by CK, PM & SN.

Approval of Minutes from Annual General Meeting - 13 November 2017

The minutes of the Annual General Meeting held on Wednesday 13 November 2017 were read and approved. Approved by CK, PM & SN.

Matters Arising

There were no matters arising.

Chairs Report

CK delivered the Chair Report – a copy of which is attached and forms part of the minutes.

Treasurer's report

SN advised that the accounts were not yet completed as she was awaiting raffle funds and completion of the Co-op Signatories.

SN circulated an income and expenditure report only. It was noted that there were limited sales this year as the PA had not been able to find enough support to sell them at the induction evening. It was agreed that we would sell them at the forthcoming JCG Serves at a discounted rate of £5. TLG kindly agreed to attend. It was also agreed to promote them at the leavers' lunch on June 27 and Induction July 4.

It was noted that there was no Co-op Dividend to report and that there was minimal income from 'Easy fundraising' so we need to promote these more.

The Ceilidh cost the PA £329 but was a fun and well attended event. In order to try to contain costs it was agreed to review the date/timing of booking flights. The Christmas raffle produced a profit of £219.75 and the Quiz £90.10. Current cash balances are around £1,770.

It was noted that the PA still needs to update the Co-op Dividend Account signatories - previous committee members need to and add current ones. There is approximately £736 in the account. It was agreed that PM, LB, MC, SN & AS be added to provide better continuity between committee members.

Election of Officers

CK indicated to the meeting that she wished to stand down as Chair in order to affect a handover before her daughter left the school at the end of this academic year. There were no nominated successors. AS & SN also noted that whilst they were happy to continue in post for this year they would be in the same situation next year.

CH noting that no one was currently able to step up to fill the post of chair instigated a wider discussion around the purpose of the PA and the need/call from the parents. He noted that parental engagement levels with the school were good and that more generally committees for other bodies were also struggling to attract support.

It was agreed that as no one had nominated themselves forward for the position of Chair we would call a Special General Meeting, giving the required 14 days notice, to either appoint a Chair, Vice Secretary and Vice Treasurer or close down the PA for the time being. The meeting will be held at 6.30pm on Thursday 15 November 2018. CK will prepare a letter for PM to circulate.

Year Group Representatives for the year 2018-19 were not made.

Any Other Business:

There being no Any Other Business the AGM was closed.