

CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

**Minutes of the 11th Annual General Meeting of
Chelmsford County High School Academy Trust (Company Number 07445392)
held via Zoom at 10.00am on Friday 25th March 2021**

Present: Steve Miles Chair of Governors
Richard Vass Vice Chair of Governors
Stephen Lawlor Headteacher
Andrew Bonwick, Richard Brown, Sarah Clements, Ros Cornish,
Sarah de Souza-Ingle, Jenny Fowle, Funmi Osilaja, Jason Oster,
Priya Rangaswamy, Mark Rowell, Lauren Smith, Aisha Sohail

In Attendance: Emma Ledwidge Deputy Headteacher
Melissa Mulgrew Business Manager
Wendy Newton Clerk to Governors

Apologies: Mary Argent

ITEM 1 – NOTICE OF MEETING

1. Notice of the meeting was received.

ITEM 2 – APOLOGIES FOR ABSENCE

2. Apologies for absence were received and accepted from Mary Argent.

ITEM 3 – DECLARATIONS OF INTEREST

3. There were no declarations of business interest further to those already stated on the Register of Business Interests for 2020-21, or conflicts of interest, or receipts of gifts or hospitality.

ITEM 4 – MINUTES OF THE PREVIOUS AGM

4. The minutes of the previous AGM, held on Saturday 26th January 2020, had been received by email following the cancellation of the Full GB meeting on 29th March 2020 due to Covid-19, and then formally received and approved by the Directors (Governors) at the Full GB meeting held on 8th July 2020. The previously approved minutes were re-presented for the benefit of new Governors and noted.

ITEM 5 – APPROVAL OF COMPANY ACCOUNTS

5. Approval of the Company Accounts for the period 1st September 2019 to 31st August 2020 had been delegated to the Management Committee at the Directors' Meeting (Full GB meeting) on 15th October 2020. On the recommendation of the Facilities and Finance Committee, the Company Accounts had been approved by the Management Committee on 4th December 2020, filed with the ESFA and published on the School website. The full Company Accounts had been received electronically by all Directors (Governors).

6. **Decision.** The previous approval of the Company Accounts for the period 1st September 2019 to 31st August 2020 was noted and the Accounts formally ratified by the meeting.

ACTION

ITEM 6 – APPOINTMENT OF COMPANY AUDITORS

7. The Directors of the Academy Trust had agreed at the Company AGM in March 2017 to appoint School auditors for a three-year period, subject to continuing acceptability. With the agreement of the Management Committee, the current School auditors, Edmund Carr LLP, had just completed an additional fourth year as a result of the Covid-19 pandemic. The meeting received a tender report for possible auditors for a new three-year term. Four companies had been shortlisted and the Business Manager and the Chair of the Facilities & Finance Committee summarised their findings and recommendation.

8. **Decision.** The meeting approved the appointment of MWS as School auditors for the period September 2020 to August 2023.

ITEM 7 – ANY OTHER BUSINESS

9. No other items of business were raised for discussion.

The meeting closed at 10.12am.

Agreed as a true record at the Full GB meeting held remotely on 9th July 2021 and signed electronically due to Coronavirus school closure.

S Miles

S Miles
Chair of Governors

9th July 2021

ACTION

M Mulgrew