

**CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS**

**Minutes of the 12<sup>th</sup> Annual General Meeting of  
Chelmsford County High School Academy Trust (Company Number 07445392)  
held at the School at 10.08am on Friday 25<sup>th</sup> March 2022**

Present: Steve Miles Chair of Governors  
Richard Vass Vice Chair of Governors  
Stephen Lawlor Headteacher  
Andrew Bonwick, Richard Brown, Jenny Fowle, Chris Lamberti,  
Priya Rangaswamy, Lauren Smith

Present via Zoom: Mary Argent, Sarah Clements, Sarah de Souza-Ingle, Jason Oster

In Attendance: Melissa Mulgrew Business Manager  
Wendy Newton Clerk to Governors

Apologies: Funmi Osilaja, Aisha Sohail, Emma Ledwidge (Deputy Headteacher)

**ITEM 1 – NOTICE OF MEETING**

1. Notice of the meeting had been received on 11<sup>th</sup> February 2022.

**ITEM 2 – APOLOGIES FOR ABSENCE**

2. Apologies for absence were received and accepted from Funmi Osilaja, Aisha Sohail and Emma Ledwidge.

**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 2021-22, 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 25<sup>th</sup> March 2021, had been received and approved by the Directors (Governors) at the Full GB meeting held on 9<sup>th</sup> July 2021. The previously approved minutes were received for the benefit of new Governors and noted.

**ITEM 5 – APPROVAL OF COMPANY ACCOUNTS**

5. Approval of the Company Accounts for the period 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021 had been delegated to the Management Committee at the Directors' Meeting (Full GB meeting) on 15<sup>th</sup> October 2021. On the recommendation of the Facilities and Finance Committee, the Company Accounts had been approved by the Management Committee on 3<sup>rd</sup> December 2021, filed with the ESFA and published on the School website. The full Company Accounts had also been received electronically by all Directors (Governors) in December 2021.

6. **Decision.** The previous approval of the Company Accounts for the period 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021 was noted and the Accounts formally ratified by the meeting.

**ACTION**

**ITEM 6 – APPOINTMENT OF COMPANY AUDITORS**

**ACTION**

7. The Directors (Governors) of the Academy Trust had agreed at the Company AGM in March 2017 to appoint School auditors for a three-year period, subject to continued acceptability. The meeting was reminded that MWS were currently appointed as School auditors for the period September 2020 to August 2023 and continued to be satisfactory.

**ITEM 7 – ANY OTHER BUSINESS**

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

The meeting closed at 10.12am.

S Miles  
Chair of Governors

8<sup>th</sup> July 2022