

CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

**Minutes of the 10th Annual General Meeting of
Chelmsford County High School Academy Trust (Company Number 07445392)
held at the School at 1.35pm on Saturday 25th January 2020**

Present:	Steve Miles Mike Worboys Stephen Lawlor Mary Argent, Andrew Bonwick, Richard Brown, Sarah Clements, Ros Cornish, Sarah De Souza-Ingle, Jason Oster, Mark Rowell, Lauren Smith, Yvonne Wickers	Chair of Governors Vice Chair of Governors Headteacher
In Attendance:	Melissa Mulgrew Wendy Newton	Business Manager Clerk to Governors
Apologies:	Richard Vass	

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 Richard Vass.

ITEM 3 – DECLARATIONS OF INTEREST

3. Ros Cornish reported that since the start of the academic year she had become a trustee of the 'Friends of Broomfield Hospital' and the Clerk advised that the new interest had been already been added to the Register of Business Interests for 2019-20. There were no other declarations of interests further to those stated on the Register of Business Interests for 2019-20.

ITEM 4 – MINUTES OF THE PREVIOUS AGM

4. The minutes of the previous AGM held on 26th January 2019 had already been received and approved at the Directors' Meeting (Full GB meeting) on 29th March 2019. The 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 2018 to 31st August 2019 had been delegated to the Management Committee at the Directors' Meeting (Full GB meeting) on 18th October 2019. On the recommendation of the Facilities and Finance Committee, the Company Accounts had been approved by the Management Committee on 9th December 2019, 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 approval of the Company Accounts for the period 1st September 2018 to 31st August 2019 was noted and 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. The current School auditors, Edmund Carr LLP, had now completed their third year of the three-year cycle and it was noted that the School would need to go out to tender for the role. The Business Manager advised that the tender process was currently underway. The results of the tender process would be presented to the Facilities & Finance Committee on 12th February and their recommendation would be presented for formal approval at the Directors' Meeting (Full GB meeting) on 27th March 2020.

(Clerk's Note: As a result of the outbreak of Coronavirus in March 2020, the decision was made post this meeting to extend the services of Edmund Carr as School auditors for one additional year ie to the end of Academic Year 2019-20.

ITEM 7 – ANY OTHER BUSINESS

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

The meeting closed at 1.47pm.

Agreed as a true record

S Miles
Chair of Governors

27th March 2020

ACTION

M Mulgrew