

# Cropwell Bishop Friends of School

## Annual General Meeting – Cropwell Bishop Primary School 16 July 2024

**Present:** Sarah Trevers, Claire-Lise Ciana, Suzy Bulmer, Alicia Mosley, Margaret Anderson, Michelle Farquar, Carrie, Amy Rushby,

**Apologies:** Helen Jepson and Nicola Williams

Minutes of last AGM meeting:

Proposed by Sarah Trevers      Seconded by Claire Ciana

### Minutes

Agenda Item	Discussion	Action
<b>Last minutes &amp; matters arising</b>	There were no outstanding actions or matters arising from the 18 July 2023 AGM	
<b>Chairman's Report</b> See attached	See Attached Chairman's Report 2023/24	
<b>Treasurer's Report</b> See attached ( <i>draft version, yet to be finalised and signed off.</i> )	See attached Treasurer Report 2023/24	
<b>Appointment of an Independent Examiner of Accounts for the year ending 31 JULY 2024 and 2024</b>	<p>The accounts for 2022/23 have nearly been finalised are booked in for auditing and submission to the Charity Commission ASAP.</p> <p>Claire will arrange for the accounts for 2023/24 to be audited and submitted.</p>	<p>Claire – to ensure the completion, audit and submission of 2022/23 accounts.</p> <p>Claire – to ensure the completion, audit and submission of 2023/24 accounts.</p>

<b>Election of Officers and Trustees of the Committee</b>	<p>Ingrid stepped down as Chair. Sarah Trevers stepped down as Secretary.</p> <table border="1" data-bbox="392 210 1262 568"> <thead> <tr> <th>Position</th> <th>Proposed</th> <th>Proposed by</th> <th>Seconded by</th> </tr> </thead> <tbody> <tr> <td>Chairman</td> <td>Sarah Trevers</td> <td>Alicia</td> <td>Ingrid</td> </tr> <tr> <td>Treasurer</td> <td>Claire Ciana</td> <td>Alicia</td> <td>Michelle</td> </tr> <tr> <td>Vice Chair</td> <td>Alicia Mosley</td> <td>Sarah</td> <td>Amy</td> </tr> <tr> <td>Secretary</td> <td>Michelle Farquhar</td> <td>Sarah</td> <td>Claire</td> </tr> <tr> <td>School Rep</td> <td>Suzy Bulmer</td> <td>Sarah</td> <td>Michelle</td> </tr> </tbody> </table>	Position	Proposed	Proposed by	Seconded by	Chairman	Sarah Trevers	Alicia	Ingrid	Treasurer	Claire Ciana	Alicia	Michelle	Vice Chair	Alicia Mosley	Sarah	Amy	Secretary	Michelle Farquhar	Sarah	Claire	School Rep	Suzy Bulmer	Sarah	Michelle	
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<b>AOB</b>	<p>To try and get dates in place for next year ASAP so it can go on the school calendar.</p>	<p>FOS Board – to meet and plan dates</p>																								
<b>DATE OF NEXT AGM MEETING: TBC</b>																										