



**The Bennett Memorial and King Charles' Association**

**13<sup>th</sup> November 2019**

**AGM Agenda:**

1. **Register and Introductions:** Present for the meeting were Kristina Shaw-Hamilton, Chris Woollett, Carol Parisella, Tony Whitehorn, Richard Fry, Nicola Mallett, Beyza Perry, Pauline Dixon, Malcolm Dixon, Bridget Roberts, Lee Stoodley, Sarah Horley, Sarah Clubley (latterly). Apologies: Chris Borders.
2. **Review of Association Activities of the last year.** Kristina outline the plaudits of the Christmas Fair 2018 and the Summer Fun Day 2019. The considerable successes were organisational, financial and in terms of valuable lessons learnt.
3. **Review of the budget.**
  - A) Chris Woollett reviewed the budget line by line in terms of incomings and outgoings. Profits for the Christmas Fair totalled £3351.36. Profit for the Summer Fun Day were approx. £2100. Revenue in lager and prosecco is to be recovered from the music depts purchases of it. Some costs spent by Carol still need to be claimed.
  - B) In the last year, the Association has paid out £475 towards the Gold Duke of Edinburgh board, £720 for guild badges, £870 for benches, £150 for swimming hats.
  - C) Further investigation into the initial funds transferred into the BMKCA Natwest account from the school holding accounts is required.
  - D) The NatWest account currently holds £5870
  - E) The accounting was signed by RFR, CWO, KSH.
4. **Spending proposals:**
  - A) It was agreed that percentages should be allocated to spending priorities in order to operate as a framework for decision-making around which causes to support annually. There were voted on and agreed unanimously as: 70% projects, 15% reinvested/saved, 10% extra-curricular, 5% Other. It was also mooted that a minimum threshold should be retained in the account in any one year. This sum was not agreed on but £3000 was suggested.
  - B) It was noted that future obligations to commit to the funding of the King Charles' main beneficiaries would total £1100: Love Where We Live, Kwik Cricket, Founders' Day Tree, T Wells swimming gala.
  - C) It was also requested that some kind of forecast be provided for the coming year. Based on improvements being made to the Fair and Fund day and the reintroduction of the quiz and potential for a 'ball,' £10,000 was deemed a conservative forecast.
  - D) It was agreed that the project of a covered area of playground be targeted. It requires further research and scoping out.
5. **Nominations and seconding for elected roles to the Committee (see table below for 5 and 6).**
6. **Election of Committee.** Discussion was had as to the limit of 12 members in the constitution. Tony Whitehorn advised that this does not include elected officials. We reviewed the constitution in order to make amendments to further clarify this. We agreed 3 as a minimum committee number and also 3 as a minimum, 'quorum' to get business passed. 12 was



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maintained as a maximum excluding elected officials. It was also noted that we currently have no-one for the position of treasurer. It was agreed that Carol would seek the assistance of someone she knows in order to meet our obligations of having our accounts ratified as a not-for-profit organisation once a year. This should lead to an advert also.

7. Date of next meeting: Weds 15<sup>th</sup> January 6:15-7:30pm
8. AOB. Ensure invitations to an open meeting typify proceedings for the AGM in future and the SHL would be the venue.



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<b>position</b>	<b>Nominee</b>	<b>Nominated by</b>	<b>Seconded</b>	<b>Outcome</b>
<b>Presidents</b>	<b>Tony Whitehorn and Richard Fry</b>	<b>Chris Woollett</b>	<b>Kristina Shaw-Hamilton</b>	<b>Nominees voted in. Nem. Con.</b>
<b>Chair</b>	<b>Kristina Shaw-Hamilton</b>	<b>Pauline Dixon</b>	<b>Carol Parisella</b>	<b>Nem Con.</b>
<b>Secretary</b>	<b>Lee Stoodley</b>	<b>Chris Woollett</b>	<b>Richard Fry</b>	<b>Nem. Con.</b>
<b>Fundraising</b>	<b>Sarah Clubley</b>	<b>Chris Woollett</b>	<b>Nicola Mallett</b>	<b>Nem. Con.</b>
<b>Events Chair</b>	<b>Carol Parisella</b>	<b>Chris Woollett</b>	<b>Kristina Shaw Hamilton</b>	<b>Nem Con.</b>
<b>Events Deputy</b>	<b>Malcolm Dixon</b>	<b>Carol Parisella</b>	<b>Kristina Shaw-Hamilton</b>	<b>Nem. Con.</b>
<b>Publicity Manager</b>	<b>Chris Borders</b>	<b>Sarah Clubley</b>	<b>Nicola Mallett</b>	<b>Nem. Con.</b>
<b>Alumni and social media</b>	<b>Nicola Mallett</b>	<b>Carol Parisella</b>	<b>Kristina Shaw Hamilton</b>	<b>Nem. Con.</b>
<b>Committee member</b>	<b>Pauline Dixon</b>	<b>Kristina Shaw-Hamilton</b>	<b>Carol Parisella</b>	<b>Nem. Con.</b>
<b>Committee member</b>	<b>Bridget Roberts</b>	<b>Carol Parisella</b>	<b>Kristina Shaw-Hamilton</b>	<b>Nem. Con</b>
<b>Committee member</b>	<b>Beyza Perry</b>	<b>Sarah Clubley</b>	<b>Tony Whitehorn</b>	<b>Nem. Con.</b>
<b>Committee member</b>	<b>Sarah Horley</b>	<b>Pauline Dixon</b>	<b>Sarah Clubley</b>	<b>Nem. Con.</b>



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