

**Cheriton Fitzpaine Primary School PTA**  
**Registered Charity No: 1101733**  
**EGM - Monday 26th September 2016 at 7.30pm in the School Hall**

**Ordinary Business**

**Item 1 - Present and Apologies:**

Present: Becky Smith, Felicia Heard, Emma Hilton, Jo Wallace, Schnare Taylor-Shorland, Claire Cavill, Lisa Leaver, Jo Carr, Georgina Spry, Glynis Harris, Faye Williams, Megan Richards. The meeting was quorate.

Apologies: Sarah Steele, Sarah Taragon, Liz Gimmler, Diane Mannion, Cat Reynolds, Katie Acton, Sam Stallard, Georgina Udale, Catherine Yeandle

**Items 2 & 3 - Minutes from AGM 12.09.16 & Matters arising:**

Minutes were agreed. All actions completed.

**Item 4 - Iection of Officers: business resumed from the AGM**

NB - At the AGM, Claire Cavill was elected Chair and Emma Hilton and Schnare Taylor-Shorland were elected Committee Members.

- i. Treasurer – Faye Williams stood. Emma Hilton proposed. Schnare Taylor-Shorland seconded.
- ii. Joint Co-Secretary – Becky Smith and Lisa Leaver stood. Claire Cavill proposed both. Schnare Taylor-Shorland seconded both.

Action - Becky to email AGM and EGM minutes to school admin for issue via email to all parents.

**Item 5 - AOB:**

- i) Claire Cavill noted our thanks to the School Council for the fabulous EGM posters.
- ii) Bank signatures – currently Schnare, Lucy and Megan.  
Action - delete Megan and add Becky & Faye - Megan to progress.
- iii) Date of next AGM: Monday 18th September 2017, 7:30pm at school.