

# Minutes of a meeting of The Rowley Trust Annual General Meeting on Monday 1<sup>st</sup> July 2024 at 2.45pm held via Microsoft Teams

## Present

Craig Westby Head Teacher, Old Hill Primary School

Matthew Whiteley Head Teacher, Rowley Hall Primary School

Alison Bhardwaj Head Teacher, Springfield Primary School Springfield Primary School (Vice Chair)

Anita Van Straaten Deputy Head Teacher, Temple Meadow Primary School

## Apologies

Paul Newby – Head Teacher, Brickhouse Primary School

## In Attendance

Paul Field - Resources Consultancy Ltd – Financial Adviser

Kylie Raybould, School Business Manager, Old Hill Primary School

## RLTAGM01/24 - Welcome and apologies

The Vice Chair opened the meeting.

Apologies had been received from Paul Newby and were accepted.

## RLTAGM02/24 – Propose of Meeting

Paul Field explained that the AGM was to consider the Annual Report and Financial Statements proposed for approval by the Trust Meeting and deal with retirements and appointments

## RLTAGM03/22 – Minutes of AGM 3<sup>rd</sup> July 2023

There were no questions or matters arising.

**Resolved** that the Annual General Meeting minutes of 3rd July 2023 be approved.

## RLTAGM04/24 – Financial Statement for year ended 31<sup>st</sup> March 2024

Paul Field presented the Report of the Directors and Unaudited Financial Statements. He explained the legal and administrative information and outlined the Directors' Report. Moving on to the Financial Statement Paul Field explained that the Trust had income of £1,700 (£340 per school) and expenditure of £1,366 and therefore made a surplus of £334 in 2023/24. This has increased the funds held by the Trust from £3,913 to £4,247. The £4,247 funds were held in cash at bank/petty cash (£4,667) less £420 owed to Old Hill Primary School for the service level agreement.

**Resolved** that the Report of the Directors' and Unaudited Financial Statements be approved.

## RLTAGM05/24 – Retirement and Appointment of Trustees

There were no changes to Board Membership.

**Item noted**

**RLTAGM06/24 – Rotation of Chair/Vice Chair**

The Annual General Meeting was informed of the Trust meeting decisions earlier in the day that Alison Bhardwaj Head Teacher, Springfield Primary School will become Chair and Paul Newby, Head Teacher of Brickhouse Primary School will be Vice Chair.

*Item noted*

**RLTAGM07/24 – Motions for discussion from Attendees**

There were no motions for discussion on this occasion.

**RLTAGM08/24 – Closing Statement**

The Vice Chair thanked everyone for attending and concluded the Annual General Meeting.

*Chairs Signature..... Date.....*