

MINUTES OF MEETING

Academy: Sparken Hill Academy
Meeting title: The Annual General Meeting
Date and time: Thursday, 10 December 2020 after the full governors meeting
Location: At the school

Membership
'A' denotes absence

A	Mrs M Cutts (chair) Mr P Gawthorpe Mrs L Holmes Mr R Lilley (Principal/ Accounting Officer) Mrs V Dashper (Chief Financial Officer)
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In attendance Mr CA Richardson (clerk)

The meeting commenced at 6.08pm

AGM/1/20	Apologies for absence	Action
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Apologies for absence were received from Mr P Gawthorpe (personal)

It was

resolved

that the committee consent to this absence.

AGM/2/20	Declaration of interest
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There were no declarations of interest, either direct or indirect, for items of business on the agenda.

AGM/3/20	Minutes of the last meeting
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The minutes of the AGM held on Tuesday, 17 December 2019 had previously been approved and signed so that they could be part of the accounts for the EFA and signed by the auditors.

There was typographic error in the AGM minutes where it should have been £5825 and not £5285.

They were proposed as a true record, following the typographic amendment, by Mrs Cutts and agreed by all those who attended the meeting in 2019.

AGM/4/20	Receiving the End of Year Accounts 2019/20
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The members received the end of year accounts 2019/20 as presented by Streets at the Finance and Personnel meeting held on Thursday, 26 November 2020. All members of the governing body were invited to attend that meeting and given the opportunity to ask any questions prior to and during the presentation.

All the amendments and responses that had been discussed during the meeting of 26, November were included in the final copies.

The management response has also been included.

These minutes were proposed by Mrs Cutts and seconded by Mrs Holmes. These were **approved** by the members and signed by the Chair and Accounting Officer.

Chair/Accounting Officer

AGM/5/20 Reappointing of Auditors

Streets were appointed at the AGM on Thursday, 30 November 2017 for a period of three years and have served for three years, so to appoint auditors for a further 3 years, the academy needed to go to Tender or Best Value.

Members fully discussed the quotes that Mrs Dashper had obtained by looking at other similar academies and what they pay.

These were as follows:

Venture Academies	£7195 + VAT
Streets	£5975 + VAT

Members asked Mrs Dashper if she was satisfied with Streets and she replied that she was highly satisfied. She reported that they also provided extra advice at no further cost.

It was proposed by Mrs Cutts and seconded by Mrs Holmes that Streets be appointed for another three years.

All in attendance **agreed**.

AGM/6/20 Auditor's Remuneration

External Auditors

Streets were re-appointed for a period of three years on Thursday, 10 December 2020 at a fixed price of £5975 + VAT per annum.

Internal Auditors

Governors **challenged** asking whether 3 visits from the internal auditor was still adequate. Mrs Dashper explained that three visits was absolutely fine. She explained that Mrs V Lievesley's charges were £575 per day, effective from September, 1 2020 and that it was a full day and did not finish until the work was complete.

Mrs Holmes proposed, and Mrs Cutts seconded and members all agreed to appoint Mrs Victoria Lievesley as the internal auditor and pay a remuneration of £575 per day.

AGM/7/20 Determination of confidentiality of business

No items were considered confidential as it is a public document.

The meeting closed at 6.16pm.

Signed(chair) Date

