



FRIENDS OF WALTON HALL

ANNUAL GENERAL MEETING

6pm Monday 20 November 2023



Attending: Jessica Grainger (parent); Dawn Wall (staff); Kelly Vout (staff); Charlotte Metcalfe-Chase (staff); Julie Gair (grandparent); Jo Service (parent), Alex Pattison (parent); Sarah Harris (staff). **Apologies:** None

Item	Details
1.0	Welcome and introductions: Dawn Wall thanked everyone for attending and those present were asked to introduce themselves. DW explained that she would Chair the meeting until the newly appointed Committee were appointed.
2.0	Confirm resignation of previous trustees/committee members – DW explained that following covid the previous committee of Friends of Walton Hall had been disbanded. Verbal resignations had been received from previous trustees/members and currently Sarah Harris is the only current trustee of the charity.
3.0	Appointment of new committee/trustees <ol style="list-style-type: none"> 1. Chair – Jessica Grainger (proposed D Wall, seconded J Gair) 2. Treasurer – Alex Pattison (proposed D Wall, seconded S Harris) 3. Secretary – Sarah Harris (proposed D Wall, seconded Jessica Grainger) <p>The meeting unanimously approved these nominations and roles. In addition to the above role holders Dawn Wall and Julie Gair were appointed committee members, making the total number of trustees/committee members five.</p>
4.0	Parentkind Constitution <p>The committee agreed the adoption of the Parentkind constitution. This was to be signed at the end of the meeting by Jess Grainger (Chair) and Dawn Wall (member of staff).</p>
5.0	Finance Report <p>Sarah Harris presented and overview of the current finances as of the bank statement received on the 1 August 2023. The current statement shows a balance of £9,505.08 but there are various reimbursements to be paid to Walton Hall as agreed by the previous committee and these are detailed as follows: Polytunnel - £4,205.33 and slabs for polytunnel - £2,371.83. In addition to this there is also a balance of £679.86 in the FoWH account that is from a Go Fund Me donation in respect of the Farm and this amount needs to be transferred to a Shaw Education Trust account that is ringfenced for the farm. The total to be transferred from the FoWH account is £7,257.02. In addition, the following expenses have been incurred since August 2023 - £145.00 subscription to Parentkind in order to advise and establish the new Committee and £246.09 for the Halloween event. The balance being taken over by the new committee after all the above deductions equals £1,857.07.</p>

	It was agreed that the new signatories would be – Jessica Grainger, Alex Pattison and Dawn Wall. New signatories for the FoWH bank account need to be set up – to be actioned by SH
6.0	Confirm remaining actions to launch new committee. <ul style="list-style-type: none"> (i) Update Charity Commission regarding new trustees - SH to action (ii) Agree frequency of meetings – as advised by Parentkind, agreed to hold minimum of 3 committee meetings a year. Next meeting will be Jan 2024, exact date to be confirmed.
7.0	AOB/ Questions – There were no AOB or questions. J Service recommended the minutes be circulated as widely as possible Meeting ended 6.50pm